



# County of San Diego

**HEALTH SERVICES ADVISORY BOARD**  
1600 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417

Tuesday, September 4, 2018 | 3:00-5:00 PM  
County Administration Center, Rooms 302/303  
1600 Pacific Highway, San Diego, CA 92110

## MEETING MINUTES

Members/Alternates Present		Members Absent/Excused		Presenters	HHSA Support
Seat 1/Dist 1	Karrar Ali	Seat 3/Dist 2	Judith Shaplin	Dr. Thomas Coleman, Chief, Maternal Child and Family Health Services Branch	Dr. Wilma Wooten, Public Health Officer / Director  Nora Bota, Community Health Program Specialist
Seat 2/Dist 1	Suzanne Afflalo	Seat 8/Dist 4	(vacant)		
Seat 4/Dist 2	LaVonna Connelly	Seat 9/Dist 5	(vacant)		
Seat 5/Dist 3	Harris Effron	Seat 10/Dist 5	(vacant)		
Seat 6/Dist 3	Elly Garner	Seat 17/Cmty	(vacant)		
Seat 7/ Dist 4	James Lepanto (Chair)				
Seat 11/Cmty	Paul Hegyi				
Seat 12/Cmty	Judith Yates (alt)				
Seat 13/Cmty	Tim Fraser (alt)				
Seat 14/Cmty	Greg Knoll				
Seat 15/Cmty	Mike Matthews				
Seat 16/Cmty	Leonard Kornreich				

Minutes	Lead	Follow-up Actions	Due
Sept. 2018	Advisory Board Members and Alternates	Send an application for alternates representing Board of Supervisors to the Clerk of the Board.	Sept. 18, 2018
Sept. 2018	Advisory Board Members	Register for the Live Well Advance.	Oct. 2018
Sept. 2018	Healthy San Diego Consumer Advisory Board Chair	Recommend who should fill the Health Services Advisory Board (HSAB) vacancy for seat 17, Healthy San Diego Consumer Advisory Board.	Oct. 2018
Sept. 2018	Dr. Winston Tilghman	Finalize draft STD White Paper for HSAB review and input.	Oct. 2018
Sept. 2018	James Lepanto and Nora Bota	Finalize draft HSAB Annual Report for Advisory Board members' review and input.	Oct. 2018

### Near Dates of Importance

**Next Meeting:** Tuesday, October 2, 2018, 4 PM - 5 PM –Marriot Marquis San Diego Marina Torrey Pines Room 2, 333 West Harbor Drive, San Diego, CA 92101

Agenda Item	Discussion
<b>I. Welcome &amp; Introduction</b>	James Lepanto called the meeting to order at 3:05 PM. The HSAB members and people in attendance were introduced.
<b>II. Public Comment</b>	No public comment.
<b>III. Action Items</b>	<p><b>A. Approval of August 7, 2018 Meeting Minutes</b></p> <p>Greg Knoll motioned and Elly Garner second. There were no corrections to the minutes. Mike Matthews abstained from the vote and all other HSAB members in attendance voted Aye, with no oppositions. The motion carried and the minutes were approved.</p> <p><b>B. Acceptance of Supplemental Nutrition Assistance Program-Education (SNAP-ED) Nutrition Education and Obesity Prevention (NEOP) Funds</b></p> <p>Presenter: Dr. Thomas Coleman, Chief, Maternal Child and Family Health Services (MCFHS) Branch, County of San Diego Health &amp; Human Services Agency (HHS) Department of Public Health Services (PHS)</p> <p><u>Background</u></p> <p>The purpose of the board letter is to accept additional SNAP-ED NEOP revenue from the California Department of Public Health (CDPH) for \$1,323,066 for the period of October 1, 2018 through September 30, 2019. In addition, there is another request to accept the NEOP funds from CDPH for a projected total of \$12,779,004 for the period of October 1, 2018 through September 30, 2022. This board letter will be presented to the Board of Supervisors on October 9, 2018.</p> <p>The United States Department of Agriculture Supplemental Nutrition Assistance Program (SNAP) plays a vital role in helping to improve nutrition in the United States, particularly among low-income children and adults. SNAP-Ed is a component of SNAP, and the program is known in California as NEOP program. The primary goal of NEOP is to improve the likelihood that low-income individuals will make healthy food choices within a limited budget and choose physically active lifestyles consistent with the current Dietary Guidelines for Americans. NEOP provides nutrition education and advances policy, systems, and environmental changes where low-income residents live, work, learn, and shop. These activities include working with school districts, after-school programs, faith-based organizations, businesses and worksites, small retailers, local jurisdictions, and child care centers, as well as working directly with residents and communities to create environments that support access to healthy food and active living opportunities.</p> <p>The NEOP program achieved the following outcomes in FY 2017 and FY 2018:</p> <ul style="list-style-type: none"> <li>• Operational outcomes: <ul style="list-style-type: none"> <li>- 42 partnerships formed to implement NEOP related policy, system, and/or environmental changes</li> <li>- Nine success stories coming out this year</li> </ul> </li> <li>• Programmatic outcomes: <ul style="list-style-type: none"> <li>- 18 child care providers designated as Health and Wellness Champions</li> <li>- 10 food retailers enrolled in the <i>Live Well Community Market Program</i></li> <li>- 20,000 people received nutrition education</li> <li>- 55 sites made NEOP related policy, system, and/or environmental changes</li> </ul> </li> </ul>

Approval of Board Letter

Elly Garner moved for approval and Greg Knoll second. There were no corrections to the board letter. All HSAB members in attendance voted Aye, with no oppositions or abstentions. The motion carried and the board letter was approved.

Discussion (Q/A):

**How often is premature death updated?**

- The data is looked at in several ways, for example years of potential life lost. The data is used to determine the preventable aspect of keeping people from dying early.

**Are the funds for educating people about SNAP and not the actual program?**

- Yes.

**How many SNAP-ED clients do you have?**

- There are about 1.3 million people that qualify, which is how many clients HHSA serves, and are on Medi-Cal.

**What is a childcare health and wellness champion?**

- The champion is a provider who serves at preschools or at their home child care that supports nutrition and physical activity and influence food culture at their sites. The champion teaches how to shop for food at local groceries or farmers markets and introduce people to new healthy food options and healthy behaviors. In addition, the champion supports breastfeeding.

**Is YMCA a sub-contractor?**

- Yes.

**Do the providers seek you out? How do you choose them?**

- Providers are sought out through outreach efforts, including newsletters, flyers, websites, and trainings.

**Who is eligible for the program?**

- Anyone who qualifies and receives SSI benefits is eligible.

**How is the target population engaged?**

- There are six nutrition education specialists that provide outreach to the community, one for every HHSA Region.

**What are the sources of funds?**

- SNAP-Ed is the program, but is called Nutrition Education and Obesity Prevention in San Diego. The HHSA Eligibility Office works on SNAP.

**How do we know the program is working?**

- There is a programmatic evaluation component with the grant funding.

**C. HSAB Ordinance and Bylaws**

The Bylaws were revised by the HSAB members earlier in the year. The Ordinance and Bylaws need to be updated to include language that reflects County Policy A-74 to establish a contingency plan when vacancies and reappointments occur for Advisory Board members that represent new Board of Supervisors. A formal board letter will be docketed to seek initial approval from the Board of Supervisors in December 2018.

**The following changes were made to the HSAB Ordinance:**

- Add the following to Sec. 861.3 Term of Office:
  - Members whose terms have expired shall continue to serve until such time as they are either replaced or reappointed.
  - If a member's term will extend beyond the end of the term of the nominating Board of Supervisor, the member shall remain in the position for the remainder of the member's term unless a new member is nominated for the position by the re-elected or newly-elected Board of Supervisor of the nominating supervisorial district and appointed by the Board of Supervisors.
- Revise Sec. 861.5 Organization Section (C) Quorum to state the following:
  - A majority of members currently appointed to the Board shall constitute a quorum (i.e., over fifty percent of members). A majority of members in attendance shall be required to take action.

**The following changes were made to the HSAB Bylaws:**

- Revise Section 3 Membership to state the following:
  - Membership is set forth in Section 710 of the County Charter and Section 861.1 of the Ordinance. The advisory board shall consist of seventeen (17) members in accordance with Section 861.1, with the exclusions as specified in Section 861.2 of the ordinance, which are included in these bylaws as Appendix A. All advisory board members may designate an alternate to serve in their absence. Alternate members have the same voting power and can carry on the obligations of the members.
    - Members nominated by a Supervisor shall serve a term of office concurrent with the term of office of their nominating Supervisor.
    - The terms shall expire on the date of expiration of the term of the nominating member of the Board of Supervisors or at such time as said member of the Board of Supervisors ceases to hold office, whichever first occurs.
    - Members whose terms have expired shall continue to serve until such time as they are either replaced or reappointed.
    - If a member's term will extend beyond the end of the term of the nominating Board of Supervisor, the member shall remain in the position for the remainder of the member's term unless a new member is nominated for the position by the re-elected or newly-elected Board of Supervisor of the nominating supervisorial district and appointed by the Board of Supervisors.
  - The reelection of a member of the Board of Supervisors for a succeeding term shall not automatically extend the term of any board member.
- Revise Section 5 Quorum to include the following:
  - A quorum shall be defined as a simple majority of members currently appointed (i.e., over fifty percent of members). The definition of members excludes unfilled positions and those vacated by resignation or removal.
- Revise Section 7 Meeting to change the following:
  - The meeting time and date changed from the third Thursday of the month from 4-6 pm to the first Tuesday of the month from 3-5 pm.
- Revise Section 10 Committees to include the following:
  - The Executive Committee will have the Chair, Chair-Elect and one Committee Chair instead of two. A quorum for this meeting shall consist of two members instead of three.
  - The Committee Reports shall be provided at regular meetings at least quarterly or as requested by the Chair or Sub-Committee Chair.
  - The Sub-Committees include the following: Budget, Health Legislation, Policies and Programs, and Strategic Planning/Annual Report.

	<ul style="list-style-type: none"> <li>• Revise Article II Section 1 Amendments to include the following: Bylaws will be reviewed by the Chair and board members as needed.</li> </ul> <p><u>Approval of Changes to the HSAB Ordinance and Bylaws</u></p> <p>Elly Garner moved for approval and Mike Matthews second. All HSAB members in attendance voted Aye, with no oppositions or abstentions. The motion carried and the changes to the HSAB Ordinance and Bylaws were approved.</p> <p><b>D. Annual Report Recommendations</b></p> <p>The HSAB Annual Report Recommendations were shared with the advisory board members for their review and input. The final 2017 HSAB Annual Report will be submitted to the Board of Supervisors to provide recommendations on HHS programs, services, policies, legislation, and budget. The HSAB members decided to review the entire draft Annual Report at the prior to next meeting and will discuss the report further on October 2, 2018. Moving forward, the completion of the HSAB Annual Report will be the responsibility of the advisory board Vice-Chair. The summary of the 2018 HSAB meetings will be shared with the advisory board members in January 2019 to help guide the discussion for determining the next annual report recommendations.</p> <p><u>Approval to Move Forward with the 2017 HSAB Annual Report</u></p> <p>Paul Hegyi moved for approval to continue with the annual report and Greg Knoll second. All HSAB members in attendance voted Aye, with no oppositions or abstentions. The motion carried and the decision to prepare and submit the 2017 HSAB Annual Report was approved.</p> <p><b>E. Public Comment</b></p> <p>There was no comment.</p>
<p><b>IV. Updates/ Presentations/ Follow-up Action Item</b></p>	<p><b>A. Follow-up on Key Actions to Take Regarding STD Update</b></p> <p>The STD White Paper is being finalized for HSAB’s review and input. The White Paper will incorporate the HSAB members’ feedback, including more regional data and explanation of disparities, where necessary. The White Paper will be shared with the two new Board of Supervisors that are appointed next year.</p>
<p><b>V. Chair’s Report</b></p>	<p><b>A. Vacancies, New Appointments, and Term Limits</b></p> <p>Currently, there is a vacancy for Healthy San Diego Consumer Advisory Board, seat 17. The Chair of Healthy San Diego Consumer Advisory Board will need to provide a recommendation as to who should be appointed for seat 17.</p> <p><b>B. Alternates</b></p> <p>HSAB Alternates for Board of Supervisor seats need to send an application to the Clerk of the Board to be appointed. Please complete this in the next two weeks to ensure the HSAB membership roster is up-to-date.</p> <p><b>C. Health Services Advisory Board Evaluation</b></p> <p>The annual evaluation will be sent out to HSAB soon in the next month once the questions are revised and finalized.</p>

	<p><b>D. Live Well Advance</b></p> <p>The Live Well Advance is on October 2, 2018 at the Marriot Marquis San Diego Marina. HSAB members are encouraged to register and attend the Advance. The registration link and parking information will be sent out once they are available.</p> <p><b>E. Health Equity Component Incorporated in Presentations</b></p> <p>Moving forward, presentations provided to HSAB will include a reference to how the issue/topic presented addresses health equity and/or social determinants of health. This addition to the format of presentations will ensure that HSAB members can assess gaps in services where health inequities exist. PHS assesses inequities through five lenses (i.e., age, gender, race/ethnicity, socioeconomic status, and geography). Health equity and social determinants of health align to the County’s initiative of disproportionality and PHS efforts to maintain national public health accreditation from the Public Health Accreditation Board.</p>
<p><b>VI. Informational Items</b></p>	<p><b>A. Committee Reports</b></p> <ol style="list-style-type: none"> <li>1. <b>Policies and Program:</b> Leonard Kornreich (Chair), Greg Knoll, Harris Efron, Karrar Ali, LaVonna Connelly</li> </ol> <p>The HSAB Policies and Program Subcommittee met right before the HSAB meeting. The subcommittee is discussing the process for selecting the recommendations and identifying the scope and reach of the Advisory Board to provide value-added recommendations. There will be a focus on chronic disease, nutrition, advocacy, and social determinants of health. The subcommittee intends to seek approval from HSAB on the recommendations in November and will provide final version to the Board of Supervisors. The</p> <ol style="list-style-type: none"> <li>2. <b>Budget:</b> James Lepanto (Chair) and Judith Shaplin</li> </ol> <p>No update.</p> <ol style="list-style-type: none"> <li>3. <b>Health Legislation:</b> Paul Hegyi (Chair), Elly Garner, Harriet Seldin, Henry Tuttle, Dimitrios Alexiou</li> </ol> <p>No update.</p> <ol style="list-style-type: none"> <li>4. <b>Strategic Planning/Annual Report/Nominating Committee:</b> James Lepanto</li> </ol> <p>No update.</p>
<p><b>VII. Public Health Officer’s Report</b></p>	<p><b>A. Public Health Officer Report</b></p> <p>Dr. Wooten reviewed new items in red text on the Public Health Officer’s Report.</p> <p><b>I. Communicable Disease Issues</b></p> <ul style="list-style-type: none"> <li>• Hepatitis A <ul style="list-style-type: none"> <li>▪ There have been no new cases in the last 60 days. Once the 100 day mark is reached, the outbreak can be declared over (anticipated to be November 2018).</li> <li>▪ The Kentucky outbreak has now become the worst in the nation with 1,425 cases as of 8/17/18.</li> </ul> </li> </ul>

- West Virginia now has 1,031 reported cases, surging past the San Diego total.
- SD Case Demographics – One new confirmed or probable case since the last report. There are no pending outbreak cases.
  - 592 cases with onset dates from 11/22/16 – 7/10/18, 20 deaths, 407 hospitalizations
  - 404 males (68%); 188 females (32%)
- The Michigan Hepatitis A genotype is different than San Diego’s outbreak.
- Zika Virus (Reported on 8/3/18 for local cases through 7/31/18). Now report issued first Thursday each month or as new cases occur.
  - No changes in the last several months.
  - Zika Testing Referrals: 4,392
  - Cases Ruled Out: 4,234
  - Confirmed Zika Cases: 109

**II. Grants**

- **New Applications**
  - Three grant applications submitted to the Centers for Disease Control and Prevention (CDC) in the last several months (e.g., follow-up to Prevention, REACH and United States Department of Agriculture food promotion program)
  - **Kresge Emerging Leaders in Public Health Grant:** Dr. Wooten and Dr. Thihalolipavan attended one of three required in-person meetings the week of August 6, 2018.
- **Funding**
  - **Naloxone Proposal:** The County executed 22 out of 32 potential naloxone MOAs/MOUs (two of which are MOUs).
  - **Local Oral Health Program (LOHP):** A total of \$841,390 per year for 5 years will be awarded. The overall funding period is January 1, 2018 to June 30, 2022. Currently, the program is in the second year of funding that started on July 1, 2018. The funding source is from the California Department of Public Health (Prop. 56).

**III. Board Letters**

- Since there is no HSAB meeting in December, several board letters will be presented in November.

**IV. Site Visits and Audits**

- There are three pending audits: 1) Hepatitis A; 2) Clinical Laboratory Improvement Amendments (CLIA); and 3) BioWatch inspection. The public health nursing audit is complete.

**V. Recognitions**

- PHS received three California State Association of Counties (CSAC) Challenge Awards in 2018, one of which was related to the Hepatitis A Foot Teams.
- The County of San Diego received the National Association of County and City Health Officials (NACCHO) Promising Practice Award for Eat Well Practices (July 2018).

**Discussion (Q/A):**

**Are schools participating in the Naloxone Proposal?**

- Many schools are interested and several are participating. However, some may not be interested or participate due to a few reasons, some of which are below:
  - Availability of Emergency Medical Services in urban and suburban areas.
  - Staff capacity.
  - Education on how much the opioid epidemic is affecting school aged youth.
  - Grant requirements.

<b>VIII. Public Comment (Related to the agenda items)</b>	No public comment.
<b>IX. Agenda Items for Future Meetings</b>	<b>A. Proposed Agenda Items for Future Meetings</b>  1) Health Services Capacity Plan – (October 2018) 2) Hepatitis C Board Letter – (October 2018) 3) CDC Grant Opportunities: 1817 and 1813 Board Letter – (October 2018) 4) Annual Youth Risk Behavior Survey – (October 2018) 5) Region VI Mutual Aid Agreement Board Letter – (November 2018) 6) Stop the Bleed Board Letter – (November 2018) 7) Hansen’s Disease Board Letter – (November 2018) 8) TB Housing Elimination Board Letter – (November 2018) 9) Changes to HSAB Ordinance and Bylaws Board Letter – (November 2018) 10) Lessons Learned from Hepatitis A – (January 2019) 11) Housing for Homeless Tuberculosis Treatment for Clients Board Letter – (January 2019)
<b>X. Adjournment</b>	This meeting was adjourned at 4:55 PM.  Next meeting: October 2, 2018 from 4-5 PM at the same location as the Live Well Advance (Marriot Marquis San Diego Marina Torrey Pines Room 2, 333 West Harbor Drive, San Diego, CA 92101).
Meeting minutes submitted by Nora Bota on 9/25/18.	