

STATE BOARD OF HEALTH
OKLAHOMA STATE DEPARTMENT OF HEALTH
AVEDIS Foundation
1500 E. Independence Street
Shawnee, Oklahoma 74804

January 14, 2020

CALL TO ORDER, ROLL CALL, AND CONFIRMATION OF A QUORUM

Timothy Starkey, President of the Oklahoma State Board of Health, called the regular meeting of the Oklahoma State Board of Health (OSDH) to order on Tuesday, January 14, 2020 at 1:04 p.m. The final agenda was posted at 8:59 a.m. on the OSDH website on January 13, 2020, and at 9:41 a.m. at the building entrance on January 13, 2020.

Members in Attendance: Jenny Alexopoulos, D.O.; Terry R. Gerard II, D.O.; Charles W. Grim, D.D.S.; Edward A. Legako, M.D.; Ronald D. Osterhout; Becky Payton; Chuck Skillings; Timothy E. Starkey, M.B.A.

Absent: R. Murali Krishna, M.D.

Central Staff Present: Gary Cox, Commissioner; Jackie Shawnee, Chief of Staff; Kay Hulin, Deputy Chief of Staff; Keith Reed, Deputy Commissioner, Community Health Services; Rocky McElvany, Deputy Commissioner, Regulation, Prevention & Preparedness; James Joslin, Assistant Deputy Commissioner, Regulation, Prevention & Preparedness; Laurence Burnsed, State Epidemiologist; Buffy Heater, Chief Data, Public Policy & Health Promotion Officer; Kim Bailey, Chief Operating Officer and Chief Legal Counsel; Gloria Hudson, Chief Financial Officer; Jennifer Reeves, Deputy Chief Finance and Operating Officer; Travis Kirkpatrick, Interim Director, Oklahoma Medical Marijuana Authority; Audie Hamman, Director, Internal Audit; Ashley Scott, Legislative Liaison; Tony Sellars, Director, Office of Communications; and Diane Hanley, Executive Assistant, Commissioner’s Office.

Visitors in attendance: Bruce Dart, Executive Director, Tulsa City-County Health Department; Phil Maytubby, Director, Public Health Protection, Oklahoma City-County Health Department; Brenda Potts, Regional Director, Pottawatomie County; Jackie Kanak, Regional Director, Cleveland County; Angela Miller, Galt Foundation.

REVIEW, DISCUSSION AND APPROVAL OF MINUTES

Mr. Starkey directed attention toward approval of the minutes for the August 13, 2019 regular meeting.

Dr. Grim moved Board approval of the August 13, 2019 regular meeting minutes as presented.

Second Mr. Osterhout. Motion Carried.

AYE: Alexopoulos, Grim, Legako, Osterhout, Payton, Skillings, Starkey

ABSTAIN: Gerard

ABSENT: Krishna

COMMISSIONER’S REPORT

Gary Cox, Commissioner of Health, thanked the Avedis Foundation for the use of their facility for this meeting. Mr. Cox stated that he looks forward to meeting with the board members individually in their home towns and working collaboratively to build community partnerships. He informed the board of some agency reorganization which included reducing the number of direct reports to the Commissioner and forming a smaller executive team. This executive team has identified \$9 million in efficiencies and those funds will be directed toward the counties. Mr. Cox emphasized the Governor’s goal of becoming a top ten state and declared it is possible for Oklahoma but will require a lot of work. He shared some current OSDH projects which include the state health information exchange and the electronic health records system. He touched on the Governor’s priorities which include childhood obesity, cardiovascular disease, immunizations, HIV, and reducing government regulations. Mr. Cox discussed that staff will be looking at the public health system/model of delivering services in Oklahoma and will ensure that OSDH delivers services that meet each communities’ needs.

REGULATION, PREVENTION AND PREPAREDNESS

1 Mr. Rocky McElvany, Deputy Commissioner, shared an accomplishment in his area where the OSDH
2 contracted with BankFirst for payment processing and application scanning for the annual renewal of 37,000
3 nurse aide licenses. This endeavor reduced the processing time from four days to one day and improved record
4 management. In regard to regulations, he also mentioned an effective partnership where OSDH staff worked
5 with Assisted Living, Residential Care, and Adult Day Care facilities to develop a statute revision to allow for
6 a 3-year license renewal cycle. This change would reduce the paperwork burden on both providers and the
7 OSDH. Also, agency staff have been collaborating with the Alzheimer's Association, and related dementia
8 facilities, to create a website, accessible to the public, with helpful information about the services those
9 facilities provide. In regard to preparedness activities, Mr. McElvany revealed that Oklahoma is currently
10 experiencing a statewide outbreak of syphilis. The OSDH has responded to this outbreak with a variety of
11 efforts including increasing the number of disease intervention specialists (DIS) to conduct investigations,
12 creating a statewide task force to identify needs, and distributing educational resources for providers across the
13 state. In addition, there was a discussion on the current influenza season in Oklahoma and the importance of
14 educating others on how to prevent exposure such as staying home when feeling ill.

15 *See Attachment A*

COMMUNITY HEALTH SERVICES

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18 Mr. Keith Reed, Deputy Commissioner, explained that Community Health Services (CHS) has done some
19 reorganizing and consolidating of services. He stated the number of Regional Directors has been reduced from
20 fourteen to nine. With the administrative changes that were made, CHS was able to reinvest the savings in
21 current staff salaries, as well as, hire some community epidemiologists, strategic health planners, and health
22 promotion staff in each district across the state. Mr. Reed shared the key points of the reorganization serves to
23 strengthen the local public health system with broader public health expertise and utilize resources that will
24 allow for a continuous, sustainable program of community engagement. Looking ahead, CHS plans to expand
25 services in the counties by implementing additional programs such as mobile clinics, chronic disease
26 screenings and after-school programs, just to name a few.

27 *See Attachment B*

OPERATIONS

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30 Mrs. Kim Bailey, Chief Operating Officer, provided an overview of her service areas. First, she shared
31 results of a study conducted by the Governor's office that measured state employee job satisfaction and
32 engagement. The survey results indicated overall 77% of state employees are engaged in their jobs and 73%
33 are satisfied. The health department's survey results reflected a similar response. Currently, Human
34 Resources (HR) is working to reduce the turnover rate. HR staff has also focused on customer service,
35 streamlining processes, and have experienced a significant increase in effectiveness and efficiency in filling
36 positions. Next, she shared the finance staff continues to work with Ernst & Young and OMES to ensure the
37 OSDH gets the most updated PeopleSoft financial, budget, and contract management systems. Once all of
38 these systems are fully implemented the finance data and processes will improve creating more efficiencies.
39 Informatics staff is working to bridge health and technology. They are moving forward in automating Office
40 365, the Master Person Index System, and HIPAA privacy and security. Vital Records has been focusing on
41 providing more online services. Building Management has installed a new roof over the public health lab
42 wing and have had the building windows cleaned. They have reorganized the housekeeping staff and
43 budgeted for emergency maintenance. Last, Mrs. Bailey stated that Internal Services has been very
44 successful in decluttering the premises by recycling over 6,000 pounds of scrap metal, sending 30 pallets of
45 various items to public auction, shredding 38 pallets of files, and receiving approval to destroy many cubic
46 feet of on-site items.

47 *See Attachment C*

POLICY AND COMMUNICATIONS

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50 Ms. Jackie Shawnee, Chief of Staff, discussed how communications, policy, and planning will operate in a
51 supportive role to OSDH programs both internally and externally with a focus on customer service. Staff is
52 developing a cross-cutting strategic plan that will ensure efficiencies and effectiveness. Some software was
53 purchased that will allow for simplicity and a dashboard view of the strategic plan process. There is ongoing
54 quality assurance work looking at not only processes but the agency culture to ensure productivity. In regard to
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1 policy, Ms. Shawnee explained that the Governor is calling for all sister state agencies to brainstorm and work
2 together to find better ways to do business. In relation to communications, she emphasized the primary job of
3 conveying the value of public health to stakeholders, partners and citizens. She mentioned the Lieutenant
4 Governor will be revealing a new statewide logo/branding in about a month. She welcomed the guidance of the
5 board members in the policy planning process and encouraged collaborations to build relationships and
6 partnerships in the communities in which they live.

7 *See Attachment D*

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9 Next, Ms. Shawnee introduced Mrs. Ashley Scott, Legislative Liaison, who highlighted some OSDH policy
10 pursuits for 2020. Mrs. Scott relayed that staff is working on statute changes to assist with the county health
11 department restructuring. She indicated staff is working on Tobacco-21 and clean indoor air. She mentioned
12 they are working with a variety of external partners to support legislation that would allow for harm reduction
13 efforts. She noted proposed rule changes for military license reciprocity and criminal justice reform. She also
14 reported that staff will be looking at ways to reduce government regulation. In addition, there is an
15 immunizations regulation that will change the exemption process for the county health departments. Finally,
16 Mrs. Scott informed board members that she will be contacting each of them to learn their legislative interests.

17 *See Attachment E*

18 19 OSDH FINANCIAL PRESENTATION

20 Ms. Gloria Hudson, Chief Financial Officer, provided an update of the financial statements as of November 2019.
21 Currently, the agency's total revenues are running under budget by 18% and total expenditures are running under
22 budget by 46%. She shared a new financial statement of revenues and expenditures that compares SFY 2019 to
23 SFY 2020. She prepared another new financial statement of expenditures showing the four new cost centers which
24 are Protective and Regulatory Services, Data, Policy and Communications, Community Health Services, and
25 Operations. Based on revenue and expenditure projections through the year end, the OSDH is expected to end the
26 year with a positive \$53.4 million. In closing, Ms. Hudson indicated to the board that if there are additional
27 financial documents they would like to see, please let her know.

28 *See Attachment F*

29 30 PRESIDENT'S REPORT

31 Mr. Tim Starkey, Board President, appointed Dr. Alexopulos, Dr. Krishna, and Dr. Gerard to serve on the
32 nominating committee. This committee will provide nominations for officers at the next board meeting in April.
33 In closing, he announced that Chuck Skillings will be resigning from the board and thanked him for his service and
34 valuable input.

35 36 ADJOURNMENT

37 **Mr. Skillings moved Board approval to Adjourn. Second Payton. Motion Carried.**

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39 **AYE: Alexopulos, Gerard, Grim, Legako, Osterhout, Payton, Skillings, Starkey**

40 **ABSENT: Krishna**

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42 The meeting adjourned at 3:10 p.m.
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