**Health Commissioners Monthly Report for August 2015**

**Submitted by Trish Factor**

**Staff Meetings**

We have been working on aligning documentation methods in order to better prepare ourselves for Accreditation. We have been clarifying and reworking daily time codes to allow us to better produce an accurate cost analysis.

**Funding**

We have been assessing where we are at in the budget for 2015 and beginning to plan for 2016. A number of grant opportunities are being considered based on our ability to meet requirements. The department also participated in the MAC time study August 10-16, 2015; this was the first week for the state fiscal year 2016.

**Building**

Quotes for office space projects are being reviewed. Not all renovations may be done at the same time; we may need to take it step by step. However, we are prioritizing the projects based on the needs of the clients we serve.

**Network of Care**

Reminder: The Galion City Health Departments data site is now up and running and we have the ability to go in and add various things (i.e. annual reports, CHA/ CHIP, announcements, etc.) Residents can also input their medical history, medication lists, etc on their own secure PHR page (Personal Health Record). To take a look at the site and provide feedback go to <http://galion.oh.networkofcare.org/ph/> . please feel free to let Trish know if there is anything you would like to see added; play around with it a little bit. Once we have it set up as we want it, we will link it to our webpage and do a press release about the uses of the data and the PHR. \*This was a free project!

**Trainings/ Workforce Development**

**APIC Training (Intensive EPI 101 & 102)**

Trish attended this course on 8/10-14/15. This course compressed infection prevention fundamentals from the EPI® 101 and 102 classes into a 5-day interactive intensive learning experience. I was able to learn the newest terminology and current definitions and hear about the regulatory issues of importance today and in the future. Areas of emphasis included how to prepare surveillance and risk assessment plans, regulatory compliance, preventing transmission of infectious diseases, how to handle employee exposures and evidence-based interventions to prevent or reduce risk. Many of the pieces learned will be put into action through policies/ standing orders as well as with any construction that may occur.

**AOHC Public Health Combined Conference**

I will be attending the required Public Health Combined Conference September 28-30th.

**Continuous Quality Improvement**

Additions and/or revisions to the plan will continue to be made and a draft plan to share with the BOH should be completed soon.

**Personnel Policies and Procedures**

No additional information has been obtained: Additional updates and/or revisions are being considered based on knowledge gained through research. Trish continues to work with the City Law Director in order to clear up the status of City Health Department Employees; this is highly important in terms of numerous aspects of personnel policies and overall administration of the department. The legal opinions and aspects have put this process in a holding pattern in some regards.