**Galion City Health Department**

**Mission Policy**

**2013 to 2014**

***MISSION STATEMENT:***

*To Promote and Protect the Health and Well-Being of those we Serve.*

***VISION STATEMENT***:

*Inspire and Engage our Citizens and Community to be Optimally Healthy.*

***GOALS:***

1. **Accreditation of the Galion City Health Department:**
   1. Achieve 50% of the implementation of being ready to be reviewed for accreditation by the end of 4th quarter 2013.
   2. Achieve accreditation by end of 4th quarter 2014.
2. **Get Galion cities share of the PHI grant funding restored.**
   1. Facilitate the board president and vice-president to establish and complete a meeting with the CCGHD board of health counterparts to discuss obstacles to collaboration by March 12, 2013.
3. **Rationalize nursing functions.**
   1. Complete an analysis and present to the board for discuss and decision on which nursing functions will be maintained, discontinued, and added per the 2012 Avita Community Health Assessment plus other county, state and national data. To be completed by June 30, 2013.
4. **Implement grade level food health inspections on Galion City Health Department website.**
   1. A comprehensive grade level assignment to food license inspections should be approved and implemented with grades posted on the departments website by August 30, 2013.

1. **Implement electronic board document system.**
   1. Implement a digital document management system for the distribution of board agendas, minutes, documents etc. that both the board and public have access too.
2. **Establish secure Intranet section to website for posting of internal documents, forms, manuals, policies, procedures etc.**
   1. Complete by July 30, 2013
3. **Implement use of credit cards for payment of services.**
   1. Use outsource service to provide credit card processing for payment of services across all functions of the department by May 30, 2013.

1. **Review, revise and convert into an editable electronic document the departments personnel manual.**
   1. Complete by November 30, 2013 and have posted on the departments Intranet section of the website.
2. **Develop set of key metrics that the department will measure and track its performance.**
   1. Complete by August 30, 2013.
3. **Develop and execute strategic goals with community organizations to deal with areas of concern shown in the Community Health Needs Assessment Survey.**
4. **Communicate other major operational issues to assist the Board in understanding the organization’s business dynamics.**