

Environmental Health Continuous Improvement Board (EH CIB) Meeting Notes

Date: 6/10/2024

Time: 10:30 a.m. – 12:30 p.m.

Microsoft Teams Meeting

Setting the table

Review and approve meeting notes from March.

March's meeting notes were reviewed and approved by the membership.

Regular updates

- Mobile Food Unit workgroup: the workgroup is moving along, meeting monthly, and identifying the pain points related to licensure, plan review, and inspection.
- Charter refresh workgroup: legislative duties have slowed this work down a bit, but we still need all eyes on the suggested revisions. Please take a look so we can wrap this up by the fall. charter.docx
- FPLS program evaluation workgroup: workgroup is focusing on improvement plans (thanks to everyone who submitted their plans), will work on finalizing standard 5, supporting a training in February, and developing a timeline for the standards.

Guest: Mary Lyon from LPHA to share updates on PH Nuisance resources

Discussion:

- Other eyes on this: Planning and zoning such as for septic issues that include health issues; rental inspection teams for issues related to hoarding, infestations, mold; code enforcement.
- Needs: A complaint form, decision tree, or flowchart to help everyone avoid “hot potatoes” and so that everyone will know their “lanes”; clarity for situations that involve multiple offices or multiple codes
- Next steps: Consider International Property Maintenance Code for use or adoption; promote beyond the LPHA audience; identify where this work should live and who will be responsible for maintaining and updating content.

Digging Deep

Roles and communication Delegation Agreement Subgroup

Conversation moved quickly from generally outlining the difference in roles and responsibilities between the general EH CIB and subgroups to delegation agreements. A general consensus cleared the way for developing a subgroup with the purpose:

To unpack the potential of delegation agreements (and its system) and clarifying related processes

The group discussed the importance of focusing on both the system of and details about delegation agreements, and how moving this work to a subgroup allows the full EHCIB to maintain its role of oversight and systems work. There are some short-term activities as well as long-term goals:

Short-term:

- Review and update agreements (particularly food)
- Codify the onboarding and offboarding processes.
- Clarify how to seek a delegation agreement and what the expectations of delegated agencies will be (as well as expectations of MDH)

Long-term:

- Review and propose recommendations related to the potential of the system of delegation agreements.
- Identify and create tools to ease access to all types of information related to delegation agreements, be that a dashboard, roadmap, or other guidance document.

Next steps:

- Determine the end game – where should this group land?
- Clarify roles: LPH, MDH, EH CIB, other.
- Confirm leadership and membership.
- Launch subgroup.

EH Activities Inventory

First steps have been identified to be worked on through the next two quarters:

- Review content on SP site, determine what to keep, what needs updating (divide by area)
- Seek out other listings for other areas – not on SP site – what to keep, what needs updating (such as nuisance complaints)
- Compile baseline list.

Subsequent steps:

- Crosswalk baseline list with FPHR listing
- Create a template for how to record or gather info on the activities (RW as an example)

Tom Hogan and Diana Ditsch will be looking internally within Environmental Health at MDH to find one or two people to devote some time to these initial steps. Amanda Buell and Linda Kopecky are available to provide some guidance and act as thought partners.

Next meeting September 16, 2024.

Topics: Finalize workplan, launch DA subgroup, review start of activities inventory.

MDH | EH | EH CIB

8/7/24

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