



**Request for City Council Committee Action  
From the Department of Health & Family Support**

**Date:** JULY 14, 2008

**To:** HEALTH, ENERGY & ENVIRONMENT COMMITTEE

**Subject:** APPROVAL OF THE COMMUNITY HEALTH ASSESSMENT AND ACTION PLAN FOR SUBMISSION TO THE MINNESOTA DEPARTMENT OF HEALTH

**Recommendation:**

Council authorization for the proper City officials to submit to the Minnesota Department of Health the final components of the Community Health Assessment and Action Plans required under state statute.

**Previous Directives:**

Council approval on December 21, 2007 of the first of the required action plans.

**Prepared or Submitted by:** Becky McIntosh, Director of Planning & Administration  
Phone: x2884

**Approved by:**

\_\_\_\_\_  
Gretchen Musicant, Commissioner of Health

**Permanent Review Committee (PRC):** Approval \_\_\_\_ Not Applicable  X   
**Policy Review Group (PRG)** Approval \_\_\_\_ Date of Approval \_\_\_\_ Not Applicable  X

**Presenters in Committee:** Gretchen Musicant, Commissioner of Health

**Financial Impact (Check those that apply)**

X  No financial impact (If checked, go directly to Background/Supporting Information).

**Background/Supporting Information Attached**

The department is requesting authorization to submit to the Minnesota Department of Health the final components of the Community Health Assessment and Action Plans (CHAAP). The CHAAP plans are required under the state statute that establishes Minnesota's system of local public health, and must be submitted by each local department of health at least every five years. The purpose of the process is to assess and prioritize the health needs of the community, assess and prioritize local capacity to meet those health needs, and to develop an action plan (community health improvement plan and capacity improvement plan) to meet those needs. The plans were developed for submission at this time as a mid-cycle review of the department's five year business plan.

The Public Health Advisory Committee (PHAC) has been closely involved in the CHAAP process as part of six different meetings since October 2007. PHAC reviewed, discussed, and approved the public health topics included in the assessment. The committee also reviewed and approved the initial part of the plan

that addressed the area of public health responsibility to “Assure an Adequate Local Public Health Infrastructure”, and addressed the organizational capacity of the city to carry out its public health responsibilities, prior to submission to Council in December 2007.

### **CHAAP ASSESSMENT PROCESS, 2005-2009**

The steps for identifying our local health department priorities for the 2005-2009 assessment period included the following:

- Listed the health topics that aligned with Department performance measures adopted in recent years as part of the Department’s Business Plan, *Results Minneapolis*, and/or the Minneapolis Sustainability Indicators project. These topics included a range of issues that affected young children, youth, teens and young adults, and older adults, and have emerged in recent years through ongoing interaction with community partners.
- Identified other topics raised by community members such as Public Health Advisory Committee members or the Minneapolis Urban Health Professional Advisory Committee (from which the topic of health literacy arose).
- Assigned each of these topics to a team of staff members to amass the data and information needed for priority setting as recommended by the Minnesota Department of Health. These included identifying the number and rate of residents affected and the magnitude of disparities among racial/ethnic populations. The review also included information on the social and economic effects of the problem on the broader society. The topic teams then reviewed the scientific literature and other sources to determine whether effective responses or promising practices had been identified to address the problem. The final step for the topic teams was to determine the magnitude of the gap between resources available and identified need in Minneapolis.
- Each team completed a worksheet compiling the requested information. General guidelines were used to generate ratings of “low,” “moderate,” or “high” to describe the broad impact and the availability of effective responses. To assess the gap between resources and need, a variety of approaches were used. For some topics, it was relatively easy to quantify the department expenditures. For others, it made more sense to describe the various resources in the city, county, and community that targeted the problem.
- The final step was a review of the packet of worksheets by members of the Department’s management team, and a consensus process at a Directors meetings to: select the final ratings for each criterion for each topic; determine whether the topic was primarily the responsibility of another government jurisdiction; and determine whether the Department was going to create and submit an Action Plan on a topic to addresses critical areas that needed resources and attention.

### **CHAAP ACTION PLANS, 2005-2009**

At the end of the assessment process three topics were approved by the PHAC for development of action plans – teen pregnancy prevention, youth violence prevention, and health literacy. These are three areas in which the city is already committing resources, but new or expanded activities are required to reach the goal of improving health indicators. Action plans are not required for on-going department activities, and the city is already providing services directly to address 14 of the 16 community health issues identified (and indirectly addresses the last two issues through the School Based Clinic program).

The final assessment and action plans were reviewed by the PHAC on June 24, 2008. They unanimously approved a recommendation to the Council to approve submission to the state.

# Summary of Issues Worksheet

Submit to MDH

Local Public Health Department:

Date:

Instructions

**DRAFT**

		1	2	3	4	5	6
Area of public health responsibility	Community health Issue	Is this a new issue?	LPH will write an improvement plan?	LPH will provide ongoing services or activities	LPH will provide a new program or service	Another organization is addressing	This issue will be addressed regionally
Promote healthy communities/behaviors	Infant mortality	No	No	Yes	No	Yes	Yes
Promote healthy communities/behaviors	Low birth weight	No	No	Yes	No	Yes	Yes
Promote healthy communities/behaviors	Lack of preschool readiness	No	No	Yes	No	Yes	Yes
Promote healthy communities/behaviors	Teen pregnancy	No	Yes	Yes	No	Yes	Yes
Promote healthy communities/behaviors	Youth violence	No	Yes	Yes	Yes	Yes	Yes
Promote healthy communities/behaviors	High school noncompletion	No	No	No	No	Yes	Yes
Promote healthy communities/behaviors	Binge drinking	Yes	No	No	No	Yes	Yes
Promote healthy communities/behaviors	Lack of physical fitness	No	No	Yes	No	Yes	Yes
Promote healthy communities/behaviors	Obesity and overweight	No	No	Yes	No	Yes	Yes
Promote healthy communities/behaviors	Cigarette smoking	No	No	Yes	No	Yes	Yes
Prevent the spread of infectious disease	Sexually transmitted diseases	No	No	Yes	No	Yes	Yes
Prevent the spread of infectious disease	HIV	No	No	Yes	No	Yes	Yes
Assure HC quality and access	Lack of preschool screening	No	No	Yes	No	Yes	Yes
Assure HC quality and access	Lack of health literacy	Yes	Yes	Yes	No	Yes	Yes
Protect from EH hazards	Child lead exposure	No	No	Yes	No	Yes	Yes
Prepare for and respond to disasters	Emergency preparedness for vulnerable populations	No	No	Yes	No	Yes	Yes
<b>COMMENTS:</b>							