



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

Date: May 5, 2010
To: PUBLIC SAFETY AND HEALTH COMMITTEE
Subject: RESOLUTION RELATED TO THE PUBLIC HEALTH ADVISORY COMMITTEE

Recommendation:

Council approval of the Resolution entitled relating to the role, size, composition, and organization of the Public Health Advisory Committee.

Previous Directives:

- Resolution 76R-089 established the Public Health Advisory Committee passed on March 26, 1976.
- Resolution 2005R-437 rescinded Resolution 76R-089 passed on August 5, 2005.
- Resolution 2005R-438 approving and adopting a consolidated and amended resolution defining the role, function, size and composition and organization of the Public Health Advisory Committee passed on August 5, 2005.
- Resolution 2010R-149 amending Resolution 2005R-438 was passed on April 16, 2010.

Prepared or Submitted by: Becky McIntosh, Director of Planning & Administration
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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 Minneapolis Department of Health and Family Support is requesting a resolution amending 2005R-438 to update the responsibilities and composition of its Public Health Advisory Committee. The Committee advises the City Council and Department on policy matters affecting the health of Minneapolis residents, and serves as liaison between the City and the community in addressing health concerns.

RESOLUTION OF THE CITY OF MINNEAPOLIS

By Samuels

Rescinding Resolution No. 2005R-438, as amended by Resolution 2010R-149, entitled “Approving and adopting a consolidated and amended resolution defining the role, function, size, composition and organization of the Public Health Advisory Committee for the Minneapolis Department of Health & Family Support”.

Resolved by the City Council of the City of Minneapolis:

That the above-entitled Resolution be and is hereby rescinded.

RESOLUTION OF THE CITY OF MINNEAPOLIS

By Samuels

Reestablishing the role and composition of the Public Health Advisory Committee

Whereas, the Public Health Advisory Committee, a standing advisory committee to the Minneapolis Department of Health & Family Support and the Minneapolis City Council, has been in existence through resolution since 1976 in accordance with the provisions of the Community Health Services Act (Minn. Laws 1976, Ch. 9); and

Whereas, changes to the public health system at the state and local levels necessitate that the responsibilities and composition of the Public Health Advisory Committee be updated to allow the committee to most effectively serve the City of Minneapolis;

Whereas, the City Council values the efforts of the Public Health Advisory Committee to provide public health related advice which is representative of and takes into account the viewpoints, concerns and interests of the diverse Minneapolis community;

Whereas, The City of Minneapolis finds the continued existence of the Public Health Advisory Committee benefits the citizens of the City;

Now, Therefore, Be It Resolved by The City Council of The City of Minneapolis:

That the Public Health Advisory Committee (PHAC) for the Minneapolis Department of Health & Family Support has the following responsibilities and composition:

A. **Role of the PHAC**

The role of the PHAC is to advise the City Council and the Department on policy matters affecting the health of Minneapolis residents, and to serve as liaisons between the City and the community in addressing health concerns. In this role PHAC shall make every effort to ensure that the concerns represented reflect the diverse viewpoints and interests of the Minneapolis community.

B. PHAC Functions

The Public Health Advisory Committee has responsibility for the following functions:

1. To advise the City Council regarding: a) policy matters affecting health of Minneapolis residents, and b) general roles and functions of the Department of Health and Family Support.
2. To review the proposed priorities of the Department of Health and Family Support and make recommendations to the City Council;
3. To consider complaints and views expressed by residents affecting delivery of public health services in Minneapolis, forward those concerns, and make recommendations as necessary to the City Council and/or the Department of Health and Family Support;

C. Size and Composition

The composition of the Public Health Advisory shall reflect the diverse interests and perspectives of the Minneapolis community. It is the expectation that all parties responsible for the recruitment, recommendations to and approval of members shall make every effort to ensure this diversity.

The PHAC will have up to twenty (20) members composed of fourteen (14) Resident Members and up to six (6) Other Representative Members. Members will not be compensated for service on the PHAC.

1. Resident Member appointments.

The fourteen (14) Resident Members will be selected by having each of the thirteen (13) City Council Members appoint one (1) Residential Member who lives or works in their respective wards, and one (1) Residential Member who lives or works in the City of Minneapolis shall be appointed by the Mayor. These Resident Member appointments and terms are subject to Minneapolis Code of Ordinances Title 2 Chapter 14.180. No public hearing is required for Resident Member appointments.

2. Other Representative Member appointments.

- a. The 6 Other Representative Members will be appointed by the City Council by requesting the following organizations to submit one (1) nominee representing their interests:

- The Minneapolis Public Schools, Student Support and Related Services;
- Hennepin County Human Services and Public Health
- The University of Minnesota School of Public Health

- b. The PHAC shall recommend up to three (3) at large nominees to the City Council for appointment.
- c. In addition, two (2) representatives from the Minneapolis Health and Human Services Leadership Group, one (1) from the Urban Health Professional Advisory Committee and one (1) from the Urban Health Agenda Community Advisory Committee, shall serve in an ex-officio non-voting capacity.

The Other Representative Member appointments pursuant to this subsection C.2. shall be not be made pursuant to the open appointments process of Minneapolis Code of Ordinances Title 2 Chapter 14.180 and no public hearing is required for these appointments.

D. Organization, Term, Meeting Frequency

- 1. Continuity of membership will be assured by having an approximately equal number of terms expire each year.
- 2. All terms will be two years and no member will serve more than three consecutive terms.
- 3. The PHAC will elect a chairperson and vice-chairperson or co-chairs,
- 4. The PHAC shall establish its own operating rules and procedures and meeting schedule, provided that it meets at least six times each year to conduct its business.
- 5. Eight (8) members shall constitute a quorum.

E. Relationships between the PHAC, City Council and the Department of Health and Family Support

(1) The City Council is the Board of Health and makes final decisions regarding policy and programs of the Department of Health and Family Support. The City Council's health-related Committee shall review and decide upon Department of Health and Family Support matters prior to final action by the City Council.

(2) PHAC members are expected to communicate regularly with their respective appointing authority.

(3) The PHAC is an advisory committee to the City Council and the Department of Health and Family Support.

(4) The Department of Health and Family Support is responsible for providing staff assistance to the PHAC to carry out its advisory functions.

(5) It is expected that the Department of Health and Family Support will give significant weight to the recommendations of PHAC. On those occasions when the Department cannot incorporate these recommendations into its policy and program operations, the Commissioner will provide explanation.

(6) The Department of Health and Family Support staff will present department business to the health-related Committee. Such staff presentations shall include an explanation of how such activities fit within the framework of the priorities as approved by the PHAC.

(7) While prime responsibility for presenting PHAC views rests with the Department of Health and Family Support staff, the PHAC may elect to designate its members to directly explain PHAC views to the health-related Committee.