

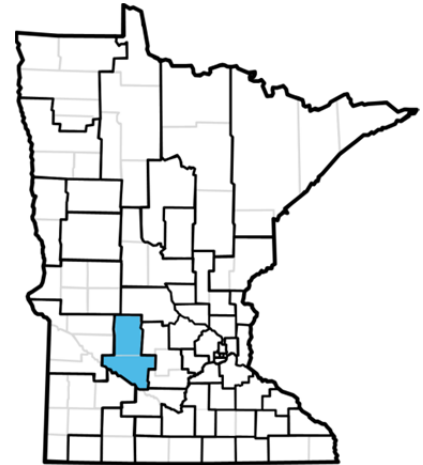


Kandiyohi-Renville Community Health Board Environmental Services Integration

This Shared Services Learning Collaborative partner is located in southwest Minnesota and includes:

- Kandiyohi County Public Health
- Renville County Public Health

The project is supported in part by the Center for Sharing Public Health Services through funding from the Robert Wood Johnson Foundation.



What is the Purpose of the Project?

Fully integrate an environmental health program between Kandiyohi and Renville public health departments.

The partners accomplished this by developing combined policies, protocols, ordinances, fee categories, and other legal requirements. In order to ensure the integration is successful, partners involved program staff and local/state policy makers and addressed their concerns.

Why Now?

Kandiyohi and Renville County Public Health Departments joined into a newly formed community health boardⁱ (CHB) effective January 1, 2013. The two counties had worked with a cross-jurisdictional agreement for environmental services in the past. The Minnesota Department of Health (MDH) delegates licensing and inspection authority to local public health entities, and has strict guidelines and standards for these activities. MDH requested that Kandiyohi-Renville integrate its environmental health program to meet its standards for the delegation. Because of this, partners decided to first address full integration of this program.

The Kandiyohi-Renville CHB believes that local public health departments understand the unique needs and situations of their constituents, and can provide education, response, and resolution to local matters. Thus, the CHB strongly desired to make the environmental health program stronger and of better quality for both the citizens and licensed establishments it serves.

Key Activities and Outcomes

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| Winter 2013 | Compared programs and identified and organize planning team |
| Spring 2013 | Shared computerized inspection reports, involved IT, compared categories, gathered state and regional data, recommended integrated categories, updated back-up agreement.
Reviewed ordinances with input from MDH and legal, recommend changes. |
| Summer 2013 | Developed integrated 2014 budget, finalized fees to cover program costs, amended policies and procedures for integrated program, finalized recommendation and approval to CHB on integrated budget, categories, fees and policies.
Refined internal processes and policies. |

- Fall 2013** Developed public, licensee, and stakeholder education plan, gave legal notice and held public hearings on local ordinances.
Obtained delegation agreement from MDH, sent license notices to establishments.
Sent out license notices as one entity.
- Winter 2014** Sent out licenses as one entity.
Refined the processes (software, data management, categories, review process, etc.) of the integrated environmental licensing services, using PDSA and other tools.
- Spring 2014** Conducted inter-rater reliability and standardization review of the Environmental Health Specialists.
- Summer 2014** Participated in management evaluation by MDH. Updated policies per recommendations.
- Winter 2015** Received AFDO Retail Standards Award to have both Environmental Health Specialists standardized. Will begin chart reviews for inter-rater reliability.

For More Information

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¹ The community health board (CHB) is the legal governing authority for local public health in Minnesota. CHBs have statutory responsibility under the Local Public Health Act and must address and implement the essential local public health activities, as well as assure regular assessment, prioritization, and action on community health needs.