

Profile of Local Boards of Health

Part 1: Characteristics of Local Board of Health

1. Does your local health department have one or more local boards of health?

- Yes, one local board of health → *If checked, skip questions 2 and 3*
- Yes, more than one local board of health
- No → *If checked, exit survey*

2. How many local boards of health are in your jurisdiction?

3. Enter the name of the local board of health that serves the largest population.

****For LHDs that report multiple boards of health, the following questions ask about the function of the Board of Health that serves the largest population****

4. How are the members of your local board of health chosen? (Select all that apply)

- Members appointed specifically to serve on the local board of health → *If checked answer 5*
- Members elected specifically to serve on the local board of health
- Members designated by statute to serve on the local board of health based on their elected position (e.g., county commissioner, mayor, township trustee, etc.)
- Members designated by statute to serve on the local board of health based on their non-elected position (e.g., school superintendent, municipal administrator, etc.)

5. **For respondents who selected “Members appointed specifically to serve on the local board of health”.**

Who appoints local board of health members? (Select all that apply)

- Local elected official(s) - e.g., mayor, county commissioners/supervisor, board of selectman
- Non-elected local official(s) - e.g., county or municipal administrator
- State elected official(s) – e.g., governor, legislators
- Non-elected state official(s) – e.g., state health official
- Other - specify
- Not sure

6. How many members serve on your local board of health?

Profile of Local Boards of Health

7. **Please enter the number of current board members for each of the following characteristics listed.**
If you are unsure of the amount, please select "Do not know"

Characteristic	Number of members	Not sure
Members that are healthcare professionals, either current or retired (e.g., physician, nurse, pharmacist)		
Members that have public health training or experience prior to serving on the board?		
Members that are currently elected officials		

8. **How many times did your board of health meet during calendar year 2014?**
Include all formal meetings of the full board, whether held in person or via telephone or video conference.
- _____

9. **Does your local board of health have by-laws?**
Bylaws are the rules and regulations adopted by the board to provide a framework for its own operations and management.
- Yes
 No
 Not sure

Profile of Local Boards of Health

Part 2: Local Board of Health Functions

****For LHDs that report multiple boards of health, the following questions ask about the function of the Board of Health that serves the largest population.****

10. Indicate whether your local board of health is involved in each of the governance functions listed below

Function	Yes	No	Not sure
Hire or fire agency top executive			
Develop the LHD budget			
Adopt public health regulations			
Set and impose fees			
Impose taxes for public health			
Request a public health levy			
Impose or enforce quarantine or isolation orders			

For each function in question 10, respondents that reported “Yes” should answer follow-up question for that function in question 11.

11. Indicate the extent to which your local board of health is involved in each of the governance functions below. (Select all that apply)

“Another governing body” can include local officials (e.g., County Commission, Board of Supervisors, City Council, Mayor, County Executive) or state officials (e.g., state governing body or state health agency).

Function	Board has final authority to do this	Board makes recommendations to another governing body	Board has some other roles	Not sure
Hire or fire agency top executive				
Approve LHD budget				
Adopt public health regulations				
Set and impose fees				
Impose taxes for public health				
Request a public health levy				
Impose or enforce quarantine or isolation orders				

Profile of Local Boards of Health

12. Which of the following training have been offered to your board of health members in the past two years? (Select all that apply)

- Orientation program for new board of health members
- Formal, on-going training program for board of health members
- Ad hoc training on public health-related topics
- Ad hoc training on governance-related topics
- None of the above
- Do not know

13. Indicate whether your local board of health has developed or updated each of the following documents within the past five years

Function	Yes	No	Not sure
Vision or mission statement for the board of health			
Board of health strategic plan			
Goals and/or objectives for the board of health			
Board of health by-laws			

14. In the past two years, did the board of health evaluate its own effectiveness?

- Yes
- No
- Do not know

15. In the past two years, did the board of health engage in quality improvement activities intended to improve the LHD's processes or operations?

- Yes
- No
- Do not know

16. In the past two years, did the board of health engage in quality improvement activities intended to improve the board of health's processes or operations?

- Yes
- No
- Do not know

17. In the past 12 months, did the board of health evaluate the performance of LHD's top executive? (Select one only)

- Conducted a formal, written performance evaluation
- Gave feedback (written or oral) on performance, but did not conduct a formal performance evaluation
- Did not conduct any type of performance evaluation
- Do not know

Profile of Local Boards of Health

18. This question is about your LHD rather than the board of health and is included to ensure that only questions about relevant activities are included in the next section of your questionnaire.

Please indicate your LHD’s level of engagement in the following activities in the past five years.

LHD Activity	Have completed	Process underway but not completed	Not engaged
Community Health Assessment			
Community Health Improvement Plan			
Agency-wide Strategic Plan			

19. For respondents that selected “Have completed” or “Process underway but not completed” for every item in question 18, answer question 19.

Please indicate your LHD’s level of engagement in the PHAB accreditation process in the past five years.

- Have completed
- Process underway but not completed
- Not engaged

20. For respondents that selected “Have completed” or “Process underway but not completed” for each LHD activity in question 18 and in question 19, answer question 20 for that LHD activity in questions 18 and/or 19.

To what extent has your board of health been involved in the following activities in the past five years?

Activity	No involvement	Minor involvement	Major involvement	Do not know
Developing a local health department strategic plan				
Developing or using a community health assessment				
Developing or implementing a community health improvement plan				
LHD PHAB accreditation activities				

Profile of Local Boards of Health

21. To what extent has your board of health been involved in the following activities in the past two years?

Activity	No involvement	Minor involvement	Major involvement	Do not know
Long-range fiscal planning for the local health department				
Advocating for necessary funding to support public health activities				
Evaluating progress against community health improvement plan goals and objectives				
Assessing current provision of public health services against legal requirements				

22. In the past two years, to what extent has your local board of health been involved in policy-related activities in each of the following aspects of public health practice?

Policy-related activities include various actions that relate to public health policies, regulations, or ordinances (PROs) including reviewing or evaluating existing PROs, updating current PROs, advocating or adopting new PROs, or advocating for funding to strengthen public health programs.

Policy Area	No involvement	Minor involvement	Major involvement	Do not know
Tobacco, alcohol, or other drugs				
Emergency preparedness and response				
Control of infectious diseases				
Obesity or chronic disease				
Food safety				
Waste, water, or sanitation				
Access to healthcare services				

23. In the past two years, which of the following has the board of health used to actively seek community input on public health issues/initiatives? (Select all that apply.)

- Elected officials
- Hearings
- Public forums
- Website or social media
- Print or broadcast media (e.g., newspaper, TV, radio)
- Other, please specify: _____
- Have not sought input
- Do not know

Profile of Local Boards of Health

24. To what extent does your local board of health serve as a linkage between your LHD and the following kinds of organizations in your community?

Linkage is defined as establishing or facilitating the connection between LHD and other organizations

Organization	Not at all	To some extent	To a great extent	Not sure
Hospitals				
Other healthcare providers				
Local government agencies (other than LHD)				
Local elected officials				
Community non-profit organizations				
Community businesses or business-oriented organizations (e.g., Chamber)				
Faith based organizations				

25. Which of the following best describes your local board of health's discussions about the Public Health Accreditation Board's accreditation program for local health departments?

(Select one only)

- Has not discussed
- Has discussed accreditation but made no recommendations about LHD participation
- Has directed LHD to seek accreditation
- Has encouraged or supported LHD to seek accreditation
- Has discouraged LHD from seeking accreditation
- Has prohibited LHD from seeking accreditation