

BOARD OF HEALTH MINUTES TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday May 22, 2023 – 12:00 P.M.
Meeting held at Tama County Annex building via Zoom

Present: Chris Behrens -via Zoom Casey Schmidt – via Zoom
Lori Johnson Jolynn Harger
Sherry Parks, PA-C – via Zoom Mick Ferris – via Zoom
Shannon Zoffka Sally Custer – via Zoom

Absent: Dr. Hineman Curt Hilmer

The meeting was called to order by Sherry Parks, Chairman at 12:10 p.m.

Sally Custer moved to accept the Agenda as presented. Micki Ferris seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the April 24, 2023 meeting as presented. Sally Custer seconded. Motion carried unanimously.

Reports:

Environmental Report:

Chris has issued 3 septic permits since the last Board meeting. He has also had quite a few well pluggings and issued 2 well permits.

He gave an update on the nuisance property at Union Grove Lake. The property is on its last step, it is to be cleaned up by June 1st. There has been no progress made in the cleanup when Chris checked last Friday. He will have to hire a contractor to finish the job and the bill will be assessed to the Homeowner. Three contractors have shown interest in the project. He asked the Board if he should hire someone or accept bids. Sherry Parks said that she thought he should accept bids. Micki Ferris said that Chris should assign a due date that the project needed done by. Chris told the Board that he would bring bids back to the next meeting. June 1st is when the owner will be in contempt. There has been a court order for two months.

Chris gave an update on the two properties that the Board has been working with regarding septic systems that were incorrectly passed by a previous Sanitarian. The Boley property has been completed. The final inspection has been done. The Homeowner has paid Scharnweber and is waiting for the Board's reimbursement after July 1st.

Ashley's property has not been done yet. Champion Enterprises will be doing the work the last week of June. This is because it will be closer to the time that Ashley will get reimbursed from us, and then can pay the Contractor.

Chris will start doing pool inspections in June.

Director's Report - 10 Essential Public Health Services Framework

1. *Assess and Monitor population health status, factors that influence health and community needs and assets*
 - CHA CHIP – no new news, work continues on the draft document.
 - Food Pantry – The Mobile Food Pantry was on May 10th, no stats received.

2. *Investigate, diagnose, and address health problems and hazards affecting the population*
 - Communicable Disease Investigations Started in April: 0
 - COVID: Emergency over May 11th.
 - Active & Latent TB Cases: 0 current cases
 - Animal Bites: 2 dog bites followed in April
 - Immunizations Given: 6 in April

3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
 - Social Media Strategy: April Public Health Week, Emergency Preparedness, Dog Bite Prevention Week, Sun Safety, 911 Education, Drug Take Back, and Government Day.
 - Posts: 21
 - Coffee Talks: 5 Talks held in April, 20 attendees total
 - 60 students attended Tama County Government Day. Public Health presented information on vaccine preventable diseases and had the students involved in an activity.
4. *Strengthen, support, and mobilize communities and partnerships to improve health*
 - Maternal Health: no new news
 - Nest: May meeting focused on Mental Health in Children and Temper Tantrums, 11 attendees.
 - SKIP: Supper with Superheroes was on May 18th.
5. *Create, champion, and implement policies, plans, and laws that impact health*
 - EH Special Committee: no new news
6. *Utilize legal and regulatory actions designed to improve and protect the public's health*
 - PHEP: No new news
LEPC Meeting was held 05/17/23. Roger from NWS presented information on tornadoes, radiation training reviewed, and power outage concerns discussed for medically dependent.
7. *Assure and effective system that enables access to the individual services and care need to be health*
 - Home Health: 39% of referrals in April were admitted to Home Health services. Reasons individuals are not admitted include: refuse services, were hospitalized, death, unable to locate, or not being homebound. Consultant, Annette Lee, conducted an onsite audit on May 16th.
8. *Build and support a diverse and skilled public health workforce*
 - HR issues: Advertisement of the RN position was posted on Facebook, the Courthouse, and on Indeed. 5 applicants so far.
 - Trainings: Nick Kalas IHHS Field Epidemiologist conducted Basic EPI training with Beth Eberle.
 - HHA Meeting: May meeting will cover Emergency Preparedness policy for staff.
9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement*
 - QAPI: no new news.
10. *Build and maintain a strong organizational infrastructure for public health*
 - Meetings/Trainings: Shannon attended 4 online trainings offered through Iowa Homecare Association on leadership.

Waiver: April: Four patients were served under the Frail and Elderly Waiver. There were 2 Maternal Health Home visits in April.

Financial Report:

Admissions decreased for the month of April. Skilled Nurse visits decreased. Home Health Aide visits and hours increased for the month of April. Our revenue decreased for the month of April.

We have an opportunity to purchase a 2010 Ford Fusion SEL with 110,000 miles for \$11,350. This will be voted on under New Business, Item D.

Our department has Budget Amendments totaling \$371,450. This is due to grant amounts not being known when the budget is completed the year before.

Micki Ferris moved to approve the Financial Report. Casey Schmidt seconded. Motion carried unanimously.

New Business

- A. Micki Ferris moved to Approve the Advertisement and Hiring of a PRN Home Care Aide. Sally Custer seconded. Motion carried unanimously.
- B. Micki Ferris move to Approve & Authorize CEO/Executive Director to sign Individual Consumer Purchase of Service Application Form and Agreement FY 24 with NEI3A. Casey Schmidt seconded. Motion carried unanimously.
- C. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Contract #5883AW86, Amendment #1 for Grants to Counties decrease in Grant Funding Allocation by \$12,500 with total Grant Allocation being \$38,005. Casey Schmidt seconded. Motion carried unanimously.
- D. Casey Schmidt moved to Approve & Authorize the purchase of a 2010 Ford Fusion SEL. Micki Ferris seconded. Motion carried unanimously.
- E. Micki Ferris moved to approve the Finance Committee Recommendation of the HCA Supervisor Wage Scale Revision. This was due to a RN taking over the position that was previously filled by a CNA. Casey Schmidt seconded. Motion carried unanimously.

Old Business

- A. Discussion was held regarding the Time of Transfer Draft Policy that was sent out with the Board packets. Changes were suggested to the title of the policy naming it Documentation Review of Time of Transfers. It was felt there was a wording issue in Procedure #2 and #3. Suggestion was that it be brought back to the next meeting for further discussion and review. Item was tabled for today.

Public Comment: None.

Correspondence: May 2023 Mid-Iowa Community Action was sent out for Board members to review.

Future Meeting Dates: The next Board of Health meeting will be held on Monday, June 26, 2023 at Noon. A hybrid option is still being offered as well as in person meeting at the Public Health office.

The meeting adjourned at 12:45 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant