

# BOARD OF HEALTH MINUTES

## TAMA COUNTY PUBLIC HEALTH & HOME CARE

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**Monday July 28, 2025 – 12:00 P.M.**

**Meeting held at Tama County Annex Building and via Zoom**

**Members  
Present:**

Micki Ferris  
Lori Johnson  
Chris Behrens

Sherri Vesely – via Zoom  
Jolynn Harger  
Stacy Koeppen

Sherry Parks – via Zoom

**Members Absent:** Casey Schmidt Sally Custer Curt Hilmer

The meeting was called to order by Sherry Parks, Chairman at 12:27 p.m.

Micki Ferris moved to accept the Agenda as presented. Sherri Vesely seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the June 30, 2025 meeting as presented. Sherri Vesely seconded, Motion carried unanimously.

**Reports:**

**Environmental Report:**

Chris shared that the template for Environmental Health reports have been updated by the State.

Chris said that because it has been so rainy, getting septic's in the ground has been slow. He has been doing several water tests.

**Director's Report - 10 Essential Public Health Services Framework – Stacy Koeppen**

*1. Assess and Monitor population health status, factors that influence health and community needs and assets*

A continued issue in Tama County is food insecurity.

- Food Pantry: Mobile food pantry continues monthly in Tama. They supported 175 households last fiscal year, reaching a total of 431 individuals. 110 are children ages 0 – 17; 220 are adults 18 – 59 years old; 101 are seniors 60+ in age. It's an increase in households served from the previous fiscal year.
- 5 Loaves Community Meal is held every Thursday at the Tama Civic Center from 4:30 – 6 p.m. They are averaging 135 to 158 weekly since starting.
- South Tama County Food Pantry in June 2025 increased to 186 households with 250 total visits; 651 individuals served. 185 children; 370 adults; 96 seniors were served. SNAP participation rose slightly with 26% households identified as recipients.

Tama County has a high number of dog bites in comparison to other counties in the State of Iowa. We are collecting data, will be collaborating with community partners, and humane alliances to do a dog bite prevention campaign. Toledo City Council Member stopped in to support us in any way after the newspaper article introducing Stacy as the new CEO/Executive Director.

With measles cases rising we will be looking at more vaccine clinics upcoming and providing education to the community for prevention of spreading the disease. We are looking at providing information at back to school nights with sign-up sheets for vaccinations or encouraging them to go to their local provider.

*2. Investigate, diagnose, and address health problems and hazards affecting the population*

- Communicable Disease Investigations: 0. Nick Kalas came and orientated CEO/Executive Director
- Active & Latent TB Cases: 1 Active; 5 latent

- Animal Bites: 2 dog bites. Stacy and Beth worked with families and PD's
  - Immunizations Given: 0
  - CEO/Executive Director started on required Immunization training. Lori completed both modules. Missy has started training. Submitted Revalidation Application on time.
  - Monitoring measles cases throughout the state for any exposures, possible exposures, or active cases in Tama County.
3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
- Social Media Strategy: 43 Topics: Air Quality, 988/911, Screen Free Summer Fun, Heart Attack Signs, Free Swim, Traer Pool Party Flyer, T/T Pool Party Flyer, How to Avoid Fireworks Injuries and Death, How to Avoid Child Drowning, Hep B, Five Loaves Meal Posting, Hands Free Law, National Dairy Month, Bad Weather - Lightning, Parade Pics, Updated Cover Photo, National Pet Preparedness Month, MMR, Job Listing – RN/LPN, Alert Iowa, Men's Mental Health, Medicare Scam, Friday the 13th post – Staff pic, Iowa Premium Health Fair, HPV, ISU Fishing Camp, ISU babysitting camp, Family Fishing Night Posts
  - Coffee Talks: 6 scheduled, 3 were completed. One cancelled due to weather, no attendees at the other two, 17 attended the 3 completed sites. So far with July we have completed two with 9 attendees and no attendance at one site.
  - We served at the concession stand at the Tama County Fair and had Foot Care Clinic flier, agency brochures, Food Pantry, and Emergency Preparedness Booklet available for attendees to pick up/review.
4. *Strengthen, support, and mobilize communities and partnerships to improve health*
- Maternal Health: 2 visits provided
  - Nest: June First Aid – Water Safety – Sunscreen by Tama EMS, Rhonda Craun & Judy Womack presented. 15 Attended. July topic was "Importance of Reading to Your Child" by Lori Rushford; 11 attended.
  - 25 items were donated for a health promotion bag for Tama County Fair Bingo Night.
  - SKIP: Meeting June 26th discussed previous events. Early Childhood Iowa is redistricting and anticipating them going regionalized and we would combine with Region 3 (15 counties including Marshall). 1 FB post
  - NEI3A/COA: no meeting in July
  - First Aid training is scheduled in August for Traer Cutlery – Claire or Stacy will be teaching this class.
  - Head Start Contract - staff will be trained/fingerprinted for this contracted service.
  - Attended several functions in Tama County in the month of June, such as National Beef Health Fair and Corn Carnival Parade.
5. *Create, champion, and implement policies, plans, and laws that impact health*
- Meeting with the Advisory Board August 5th to review/update current policies for review and revisions.
  - Reviewed home health aide scope of practice. They can assist with foot care clinics, if the Board of Health approves. Diabetic patients will still have to be seen by an RN for foot clinics and the policy will need to be updated. Foot cares is already a skill they provide to the HHA patients.
6. *Utilize legal and regulatory actions designed to improve and protect the public's health*
- PHEP: Stop the Bleed Trainees will be added to the list to be submitted to PHEP Coordinator.
  - JIS (7/1) was attended by Stacy & Lori
  - PHEP Meeting was held 7/17. Zach Woods came and trained CEO/Executive Director on July 21st.

7. *Assure and effective system that enables access to the individual services and care need to be health*

- Foot Clinics (8 clinics – 23 attendees)
- Blood Pressure Clinics (2 in July) 3 at Senior meal site and 24 Blood Pressures were taken at the Toledo Farmers Market July 18th.
- Home Health: 31 referrals received 17 admitted. 55% of referrals admitted (8 refused services, 1 went with a different agency, 2 were not homebound, 2 went to Hospice, 1 went to outpatient service)
- Family Fishing Event was held 06/06 – 40 people attended. Burgers, chips and bottles of water were provided. Several fish were caught and released. Two little girls were so excited to go fishing that their mom bought them new fishing poles and they had to be put together for them. Burgers were donated by Iowa Premium and grilled by the Tama County Cattlemen. Pictures were posted on Facebook.

8. *Build and support a diverse and skilled public health workforce*

- Proposing part-time/30-week RN/Maternal Health/Public Health position with no benefits. No responses from second round of applicants. The Nurses have all taken on different aspects of the Public Health Nurse position in the interim. With the home health census increasing it is getting more difficult for them to do both home health and public health within 40 hours a week.
- Stacy assisted at a foot care clinic and heard from several people how upset they were that the previous foot care clinic was cancelled. Stacy received a request from a Gladbrook/Garwin Community member that the Coffee Talks continue at the library. Looking at different avenues to promote these outreach efforts at little or no cost.

9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement*

- QAPI: Annette Lee provided chart audit and training with the nursing staff July 9th. Processes are being reviewed.

10. *Build and maintain a strong organizational infrastructure for public health*

- Mel Blocker continues to help with Foot Clinics.
- Three Department Head Meetings have been held (2 with HR and 1 with BOS). They are reviewing the Tama County Employee Handbook and HR processes. BOS provided insight to new budget guidance processes this next fiscal year.
- Next Department Head Meeting is August 5th.
- Stacy and Lori will be attending the Region 1 Community Health Consultant Meeting, Public Health Summer Contractor Meeting July 25th.
- We will be attending the Cruise with the Blues (Meskwaki Casino) and National Night Out (Dysart Park) Events. We will have a Tama County car in the Cruise with the Blues parade. We will be utilizing the RV as a cooling station, have a booth with a game/prize, provide a door prize, and educational information. At the National Night Out we will have a booth with educational information, games with prizes and a door prize.
- Worked with Kelly Rooney-Kozak regarding immunizations for kindergarten and 12th grade benchmarks. Follow-up letter regarding what immunizations are required/advised were mailed.

Most popular Facebook was the post about Family Fishing Night.

**Waiver:** June: Two patients were served under the Frail and Elderly Waiver. There were 2 Maternal Health Home visits in June.

**Financial Report:**

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

Sherri Vesely moved to approve the Financial Report. Micki Ferris seconded. Motion carried unanimously.

### **New Business**

- A. Discussion was held about the request to advertise/hire an up to 30 hour/week RN for the Public Health Nurse position. After reviewing what our office needs are, current pay scales, and how the duties have been distributed to other staff, it was decided that hiring an RN would better suit our Agency needs. With the less than 30 hours/week position, they could be more flexible in the times that they could work to include the after hour activities that this position would require. Because this position is a part time employee they would not be eligible for benefits or holiday pay, but would be eligible for IPERS. The Finance Committee has reviewed this and has recommended it to the Board of Health to be approved. Motion be Micki Ferris to Advertise/Hire an up to 30 hours/week RN for the Public Health Nurse position. Sherri Vesely seconded. Motion carried unanimously.
- B. Discussion was held about the request to advertise/contract a Licensed Medical Coder. Stacy said that coding is extremely time consuming and the RN's don't feel comfortable doing the coding. A Coder could be hired for much less than what an RN makes and they would have knowledge of coding and the best codes to pick for better reimbursement. This position would only be as needed, with no guarantee of hours (but less than 30 per week). Micki Ferris moved to Approve & Authorize the Advertising/Contracting a Licensed Medical Coder. Sherri Vesely seconded. Motion carried unanimously.
- C. Micki Ferris moved to Approve the Environmental Health Summary of Activities for Services 04/01/25-06/30/25. Sherri Vesely seconded. Motion carried unanimously.
- D. Discussion was held regarding the recommendation from HR and the Finance Committee to change the employee status of an Exempt employee. This would affect Chris' position. Chris does not meet the criteria to remain a salaried (Exempt) employee. The amount that Chris is paid weekly is below the required amount of \$684 per week. The Finance Committee did not vote to raise Chris' wages to the required amount, therefore he can no longer remain an exempt employee. They all thought he was doing an excellent job in his position but to increase his wage to the minimum required would be giving him a 30% wage increase and the Finance Committee did not think that was best. The Board of Health agreed, and felt that it would set a bad precedent. There is no other options, as the law says he has to be hourly. Chris cannot go over an average of 19.75 hours weekly with this new status. This will be effective with the pay period beginning August 11<sup>th</sup>. Sherri Vesely moved to Approve the HR & Finance Committee Recommendation regarding Exempt Employee Status. Micki Ferris seconded. Motion carried unanimously.
- E. Micki Ferris moved to Re-Appoint Melinda Sharff to the Advisory Board. Sherri Vesely seconded. Motion carried unanimously.
- F. Stacy Koeppen asked the Board if she had their permission to restructure internal workloads and tasks to better accommodate the Agency financially and help with better production level. She feels there is a lot of time wasted. Discussion was held. The consensus was that it was okay as long as staff would not be disgruntled with the changes.

**Correspondence:** None

**Public Comment:** None

**Future Meeting Dates:** The next Board of Health meeting will be held on Monday, August 25th at Noon.

The meeting adjourned at 1:17 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant

***The full Zoom recording is available. It is available by request.***