

**Tama County Public Health & Home Care**  
**ADVISORY BOARD MEETING**  
**Tuesday, August 5th - 12:00 P.M.**  
**Tama County Public Health Conference Room or Zoom Option**

**AGENDA**

- 1. Call To Order**
- 2. Correction/Acceptance of Agenda**
- 3. Correction/Acceptance of Minutes from the April 3, 2024 Board Meeting**
- 4. Reports**
  - A. Director's Report
- 5. New Business**
  - A. Election of Officers
  - B. Policy Revisions
    1. Board of Health Approval for Agency Applications, Grants, Contracts and Agreements
    2. Code of Ethics Policy
    3. Email & Internet Access
    4. No Smoking Policy
    5. Emergency Preparedness Plan
    6. Guidance to Employees Experiencing and Infectious Disease
    7. Cell Phone Reimbursement Policy
    8. On-Call Policy
    9. Comp/Time Without Pay Policy
    10. Agency Daysheet Policy
    11. Resignations
    12. Reimbursement for Environmental Health Services
    13. Patient Care Conference Policy
    14. RN Supply Bag Technique
    15. Hand Hygiene Policy/Procedure
    16. Foot Clinic Policy/Procedure
    17. Homemaker-Home Health Aide Not Home/Not Found Patients & Reporting Responsibilities
    18. Emergency Procedure for Homemaker-Home Health Aides
    19. **Mandatory Reporter of Dependent Adult/Child Abuse Policy**
    20. **Incident Report Policy**
  - C. Policy Review
    1. Wages Policy
    2. Employee Outside Employment Policy
    3. Nuisances and Abatement Policy
    4. Ethical Dilemma in Patient Care-Staff Rights
    5. Services Provided to Patients Who Reside in Assisted Living Facilities (ALF) Policy
    6. Homemaker-Home Health Aide Evaluation Performance Review
    7. Homemaker-Home Health Aide Position Name Clarification
  - D. Policy Retirement
    1. Tama County Public Health & Home Care's Mandatory Vaccination Policy

E. Policy Adoption

1. Medical Coder Job Description

F. Adopt Coding Specialist Wage Scale

**6. Correspondence**

**7. Future Dates**

Next Advisory Board Meeting