

BOARD OF HEALTH MINUTES

TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday September 22, 2025 – 12:00 P.M.
Meeting held at Tama County Annex Building and via Zoom

Members Present:	Micki Ferris	Sherry Parks – via Zoom	Curt Hilmer – via Zoom
	Lori Johnson	Jolynn Harger	Heather Bombei – via Zoom
	Sally Custer	Stacy Koeppen – via Zoom	Chris Behrens
	Megan Thompson – via Zoom		

Members Absent: Casey Schmidt Sherri Vesely

The meeting was called to order by Sherry Parks, Chairman at 12:05 p.m.

Stacy added the Credit Card Resolution to the Agenda for today's meeting. Micki Ferris moved to accept the Revised Agenda. Sally Custer seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the August 25, 2025 meeting as presented. Sally Custer seconded, Motion carried unanimously.

Reports:

Environmental Report:

Chris addressed a comment made at the previous meeting suggesting that soil samples or percolation (perc) tests were not being conducted for every new septic system installation. Chris clarified that this was inaccurate. Soil analysis or perc tests are performed for all systems except those that are not soil-based—representing less than 5% of installations in Tama County.

He emphasized that documentation and evidence of these tests are available, and the results are included on the permit provided to the contractor. The testing is conducted by a third party, which adds a layer of protection for the County.

Chris reported ongoing work on a nuisance complaint involving a property at Union Grove Lake. This is the same homeowner he addressed in 2022, at which time the issue was resolved. The current concerns include raccoons entering the home and indications of a hoarding situation.

Chris sent a certified letter to the homeowner, including photographs of the property, with a deadline of September 15th to correct the issues. A second letter was sent with a final cleanup deadline of October 27th. If the matter is not resolved by then, the homeowner may attend the next Board of Health meeting.

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.
 - 5 Loaves Community Meal is held every Thursday at the Tama Civic Center from 4:30 – 6 p.m. They are averaging close to 200 meals weekly.
 - South Tama County Food Pantry continues to serve the area.

We've slowed down with community events as the summer comes to an end. We've been hosting several foot clinics throughout the county and hosting some coffee talks.

We've been taking some time to build up our next projects to help with the community needs.

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

- Communicable Disease Investigations: 1 Legionnaire's Disease
 - Active & Latent TB Cases: 2 latent
 - Animal Bites: 3 dog bites, 1 cat bite, and 1 possible bat bite in August.
 - Immunizations Given: 13 total for the month of August
 - Gloria has started Immunization training.
 - Working with the state to get vaccinations for adults going in our county through the Vaccine for Adult program.
 - Keeping a close eye on Legionella/Legionnaire's cases in Marshall County. Sharing what information is available on Facebook.
3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
- Social Media Strategy: Facebook Engagement decreased 39% in August. The most popular post was 8/27 with 3,768 views. There are 2,995 followers. 42 Posts with the following Topics: Clutier Plum Festival Parade, Traer Family Pool Party, Meskwaki Cruise with the Blues, Dysart National Night Out, Job posting, Tama Mobile Food Pantry, Disaster Distress Helpline, Symptoms of Generalized Anxiety Disorder, Traer Windup Festival Parade, Protect Your Kids This Back-to-School Season, Tama/Toledo Family Pool Party, Immunizations, West Nile Virus, First Day Jitters, Make Sure Children Know Their Phone Number and Address, ISU Extension Words on Wellness, American Legion Donation, Disaster Preparedness Workshop Traer, National Senior Citizens Day, Drinking Alcohol Increases Cancer Risk, FIP Families reimbursements, Master Gardner's, Monitor Your Blood Pressure, Food Cravings-Health Swaps, Car Seat Basics, HPV Vaccine, Back to School Stress Combat, National Dog Day, First Aid Class, Protect Yourself From Mosquito Bites, How to Help Lower LDL Cholesterol, Weather Notification Options, and USDA Never Miss a Recall.
 - Coffee Talks: 4 scheduled. 13 attended.
4. *Strengthen, support, and mobilize communities and partnerships to improve health*
- Maternal Health: 2 visits provided.
 - Nest: August topic was MICA/Head Start; 15 attended.
 - SKIP: No meeting in August.
 - NEI3A/COA: No meeting in
 - First Aid training was completed August 27th for Traer Cutlery – Claire will be teaching this class.
 - Head Start Contract – New Maternal Health/PH nurse will be trained/fingerprinted for this contracted service.
 - We have some new volunteers that are wanting to drive our RV and a retired nurse started to volunteer to help with coffee talks and other community events.
 - Stacy and Gloria attended a Vaccines for Adults training on 9/4.
5. *Create, champion, and implement policies, plans, and laws that impact health*
- Created new positions for a Certified Medical Coder and a Maternal Health/PH Nurse.
 - Maternal Health/PH Nurse Gloria started 9/2/25.
 - Medical Coder position filled. Per HR and Payroll this needed to be changed to a contracted service due to it being remote and the individual living in Texas.
 - Considering changing the name of the Nest to something more obvious, then make it mobile to cover the northern portion of the county.
 - On August 6th at the Traer Swimming Pool (26 attendees) and August 13th at the Tama-Toledo Aquatic Center (50 attendees), SKIP hosted community pool parties for families across northern and southern Tama County. These events were designed to provide families with a fun and accessible opportunity to spend time together, especially for those who may not be able to afford swimming lessons or regular pool visits.
6. *Utilize legal and regulatory actions designed to improve and protect the public's health*

- JIS 8/12 was attended by Stacy & Lori
 - Stacy attended the MRC Regional Unit Development Workshop: Animal and Veterinary Care on 8/19.
 - PHEP Meeting was held 8/21.
 - Stacy attended the Iowa Academy of Science Chapter Meeting on 8/25.
 - Chris and Stacy attended the Environmental Health Webinar on 9/2.
 - Gloria, Lori, and Stacy attended the Public Health Office Hours Zoom Meeting on 9/2.
 - Stacy, Lori, Jolynn, Supervisors David and Heather attended the 99 Counties Planning Meeting on 9/8.
 - Stacy and Lori attended the JPT CPPC Planning Meeting on 9/11.
7. *Assure and effective system that enables access to the individual services and care need to be health*
- Foot Clinics (7 clinics – 26 attendees)
 - Blood Pressure Clinics (1 in August) 2 BP taken at Senior meal site.
 - Home Health: 29 Referrals, 22 admitted. 76% of referrals were admitted. (4 refused services, 1 Unable to provide continuous (24/7) service, 1 moved out of the service area, and 1 went to Hospice).
 - Applied for a grant through Thiesen's to help build handicap ramps, install grab bars, and obtain other DME for Tama County residents. There is an individual that is willing to install these items already lined up if we are a grant recipient.
8. *Build and support a diverse and skilled public health workforce*
- Part-time/30-week RN/Maternal Health/Public Health position with no benefits. Nurse Gloria Duggan, with 10 years of Labor and Delivery experience, started on 9/2/25.
 - PRN HCA was offered a position. Tentative start date in October 2025.
 - Looking at different avenues to promote outreach efforts at little or no cost.
 - Working with community partners to inquire about co-hosting events for public health. More information to come with this.
 - Applied for the BOOST grant for furthering education for the new Maternal Health Nurse to become a Certified Car Seat Technician and a Lactation Consultant. We obtained 3 letters of support from community members for the grant application process.
 - Verse Medical provided training on ordering medical supplies, continence items, and compression stockings for patients and individuals in the county by going through their insurance or Medicaid.
 - Mercy Lifepoint provided training to the staff on Acute Rehab and the referral process.
9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement*
- QAPI: Processes are being reviewed
 - Policies are being updated
 - Stacy participated in SHP training to assist with chart audits.
10. *Build and maintain a strong organizational infrastructure for public health*
- Gloria has taken over the foot clinics until the PRN HCA starts and is able to assist.
 - Two Department Head Meetings have been held. They are reviewing the Tama County Employee Handbook and HR processes.
 - Next Department Head Meeting is Sept. 30th.
 - Stacy attended the 2025 LPH Collaborative on Sept. 16th.
 - There is a quilt group that is making quilts for our Veterans for us to give out on Veteran's Day.

Most popular Facebook post: The American Legion Donation

Waiver: August: One patient was served under the Frail and Elderly Waiver. There were 0 Maternal Health Home visits in August.

Financial Report:

Admissions increased for the month of August. Skilled Nurse visits decreased for August. Home Health Aide visits were the same but the hours decreased for the month of August. Our revenue increased for the month of August.

Lori gathered financial reporting examples from Poweshiek, Washington, and Cedar counties to understand what information their Boards of Health receive monthly. She noted that some Boards only receive graphs showing income and expenses, without accompanying detail. Lori shared an example of a financial report that a Board receives and asked for input on what our Board would prefer to receive each month.

Discussion followed. Micki Ferris expressed her preference for detailed financial reports, stating that they help identify trends and changes more effectively than graphs alone. She noted that graphs do not allow for easy month-to-month comparisons. Sally Custer and Sherry Parks agreed with Micki's assessment.

Sally Custer moved to approve the Financial Report. Micki Ferris seconded. Motion carried unanimously.

New Business

A. Discussion of Contracts Signed

1. Coram CVS Specialty Infusion Services
2. Contract #5884C086, Amendment #3, with Iowa HHS for LPHS Grant, changing Key Contractor Personnel
3. 568083-BOOST Application and Contract Documents
4. PHTHOLEL26086, Amendment #2, regarding Travel Reimbursement
5. Accredo Specialty Pharmacy

Following a discussion regarding the updated process distinguishing between "Discussion of Contracts Signed" and "Approve & Authorize," Micki Ferris moved to formally approve the contracts that had already been signed. Sally Custer seconded. Motion carried unanimously.

- B.** Stacy explained that Mitch, the newly hired Medical Coder, needed to be transitioned from a County Employee to a Contracted Employee due to his residence in Texas. Since he does not live in Iowa, this arrangement is more suitable for the County. Stacy requested Board approval to officially change the position to a Contracted Employee.

Sally Custer moved to approve the change, making the Medical Coder position a Contracted Employee. Micki Ferris seconded the motion. Motion carried unanimously.

- C.** Discussion was held about changing the Agenda to a Consent Agenda. Instead of voting on each item individually, the board votes once to approve all items in the Consent Agenda. If any board member wants to discuss an item, it can be pulled from the Consent Agenda and added to the regular agenda. Discussion was held regarding the potential use of a Consent Agenda. Sherry Parks noted that this approach would only be appropriate for items that had already been reviewed by the Advisory Board or Finance Committee.

Stacy then asked Board members whether they preferred to continue receiving their Board packets in paper format or switch to electronic delivery. The Board reached a consensus to maintain the current agenda format and continue receiving paper Board packets.

- D.** Discussion was held regarding updates to the Credit Card Resolution. The Board of Supervisors recommended that the Board of Health take responsibility for approving the resolution form. The proposed updates included removing former employees and adding Stacy and Gloria to the resolution. Micki Ferris moved to approve the updated Credit Card Resolution. Sally Custer seconded the motion. Motion carried unanimously.

Correspondence: None

Public Comment: Megan Thompson from the I-Smile program, operated by Mid-Iowa Community Action, provided an overview of their activities in Tama County. The program delivered dental sealants to 229 children, 148 of whom were enrolled in Title 19. Additionally, 17 children were identified as high-risk and in need of further dental treatment

Future Meeting Dates: The next Board of Health meeting will be held on Monday, October 27th at Noon.

The meeting adjourned at 12:42 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant

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