

BOARD OF HEALTH MINUTES TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday April 28, 2026 – 12:00 P.M.
Meeting held at Tama County Annex Building and via Zoom

Members Present:	Micki Ferris	Sherry Parks – via Zoom	Chris Behrens
	Lori Johnson	Jolynn Harger	Richard Arp
	Kelly Purk	Stacy Koeppen	Sally Custer
	Mel Blocker – via Zoom	LeeAnna Kriegel	Beth Eberle
	Laura Wilson – via Zoom		

Members Absent: Sherri Vesely Curt Hilmer

The meeting was called to order by Sherry Parks, Chairman at 12:01 p.m.

Micki Ferris moved to accept the Revised Agenda. Richard Arp seconded. Motion carried unanimously.

Micki Ferris moved to approve the minutes from the March 23; March 30 (BOH and BOS Work Session); March 30 (Special BOH Meeting); April 6 (BOH and BOS at Regular BOS Meeting); April 6 (Special BOH Meeting); April 9; and April 16 meetings as presented. Richard Arp seconded the motion. Motion carried unanimously.

Micki Ferris then moved to approve the April 2 meeting minutes with the following revisions: changing the word "certified" to "decertified" in the sixth paragraph on page one and correcting the spelling of Lee Anna's name. Sally Custer seconded the motion. Motion carried unanimously.

Reports:

Environmental Report:

Chris reported that he has been very busy lately. He has performed 15 well water tests so far this month. He has also issued four septic permits, and attended several trainings.

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.
 - i. Food Pantry: Mobile food pantry continues monthly in Tama.
 - ii. 5 Loaves Community Meal is held every Thursday at the Tama Civic Center from 4:30 – 6 p.m.
 - iii. South Tama County Food Pantry continues to serve the area.
 - iv. North Tama Food Pantry and Chrisitan Hands Across Traer (CHAT) serves Traer area.
 - v. Northwest Tama County Food Pantry serves Gladbrook.
 - vi. Meskwaki Senior Food Pantry serves Meskwaki.

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

- Communicable Disease Investigations: 1 E Coli
- Active & Latent TB Cases: 4 latent
- Animal Bites: 4 dog bites in March
- Immunizations Given: 2 given for the month of March

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 in March. The most popular post was for the Family Cabinet. There are 3,082 followers. There were 11 posts in March.

- Coffee Talks: 3 scheduled; 26 attended.
- 4. Strengthen, support and mobilize communities and partnerships to improve health.**
 - Maternal Health: 1 visit provided in March
 - Maternal & Child Health: March topic was Nutrition; 16 attended.
 - SKIP: Meeting was cancelled
 - NEI3A/COA: Did not attend March meeting
 - Head Start Contract –0 Children seen
 - ESA Council Meeting on 03/26 – Lori and Stacy attended.
 - 5. Create, champion and implement policies, plans and laws that impact health.**
 - Maternal Health & Child Wellness classes are now available via Zoom as well as continuing to be in person.
 - The Family Cabinet has been getting some donations.
 - Our Board of Health was recognized as BOH of the year from IEHA.
 - 6. Utilize legal and regulatory actions designed to improve and protect public's health.**
 - JIS 4/7 was attended by Lori
 - FY 27 Private Well Grants Site Setup Webinar on 04/13 was attended by Lori and Stacy
 - CIHCC Meeting on 03/19, Lori & Stacy attended
 - Lori, Stacy & Gloria attended the Public Health Office Hours Zoom Meeting on 4/7.
 - Maternal Health Coalition Meeting was on 03/17; we were unable to attend due to the Health Fair.
 - ICPHA Membership Meeting was on 03/17; Stacy attended
 - Iowa Division of Public Health: System Alignment Townhall was on 03/31, Stacy attended.
 - Healthy Iowans Connection Building- Healthy Eating and Active Living was on 04/2; Stacy attended.
 - 7. Assure an effective system that enables access to the individual services and care needed to be healthy.**
 - Foot Clinics: 4 clinics – 26 clients for March
 - Home Health: 19 Referrals, 11 admitted. 58% of referrals were admitted. (1 refused services, 1 was placed in the Nursing Home, 1 went to Hospice, and 2 were Hospitalized, 5 were not admitted due to BOS announcing defunding of Home Health) for March.
 - We went live with Mosai 3/11. It appears to be going well.
 - 8. Build and support a diverse and skilled public health workforce.**
 - We've put most of this on hold given the situation with the BOS and budget cuts.
 - 9. Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement.**
 - QAPI: Processes are being reviewed with updates to MatrixCare and Mosai.
 - Policy updates are on hold.
 - 10. Build and maintain a strong organizational infrastructure for public health.**
 - Gloria and HHA Jennifer have been doing the foot clinics. This service is only offered in our office by a nurse effective April 1st.
 - Jennifer the HHA was let go due to budget cuts.
 - Nurse Beth resigned. Her last day is 05/01/26.
 - CEO/Executive Director Stacy resigned. Her last day is 05/04/26.
 - There have been several staff meeting with staff regarding changes implemented by the BOS and the budget cuts.

Discussion was held regarding the current situation involving the Agency and the Board of Supervisors. Supervisor David Turner stated he was in the process of gathering information from Greenbelt Home Care regarding services they could potentially offer to the County. Curt Hilmer expressed a desire to leave the matter unchanged for the current year. The Agency was again placed on the agenda for the following week so Supervisor Turner could present his findings.

Stacy shared that the ongoing back-and-forth discussions have caused significant mental strain and stress among TCPH employees. She noted that many employees have been with the Agency long-term and expressed concern that staff have been treated unfairly throughout the process.

Micki Ferris stated that she feels expectations continue to change and expressed that the Supervisors need to clearly communicate their expectations and goals.

Discussion also included concerns regarding the 3% cost-of-living increase provided to other County employees and questions raised about whether TCPH employees would receive the same increase. Sherry Parks stated she believed it was only fair that the increase be applied across all County employees and that TCPH employees should not be excluded.

Waiver: No patients was served under the Frail and Elderly Waiver in March. There was 1 Maternal Health Home visits in March.

Financial Report:

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

Several line items on the budget will have amendments due to funds being received. They should show on the June budget.

Iowa Department of Health and Human Services is changing districts and will be regionalizing. This will be on a 6 year plan. More information will come at a later date.

Micki Ferris moved to approve the Financial Report. Richard Arp seconded. Motion carried unanimously.

New Business

A. Clarification regarding Option 2 \$673 reduction to Director wages
Lori said she was unclear after the last meeting if she should keep the \$673 in the budget for the Director line due to the 3% increase for everyone. When she submitted this budget to the Supervisors, the amount was not deducted. After discussion, Richard Arp moved to leave the \$673 in the Director line as the Board of Supervisors approved the budget with it in it. Micki Ferris seconded. Motion carried unanimously.

B. Appoint Interim Director
According to our Agency policy, Lori would be named the Interim Director. Richard Arp moved for us to follow the policy. Micki Ferris seconded. Motion carried unanimously.

C. Update Board of Health Signatory Form
This is due to Stacy resigning, and would name Lori Johnson acting as Interim Director as the Signatory. Richard Arp motioned. Micki Ferris seconded. Motion carried unanimously.

D. Designate Additional Grant Contact and Fiscal Agent/Officer
Currently four of our grants list Stacy as the Project Manager. These should be changed to Lori as the Interim Director and then Lori suggested changing the Fiscal Officer from her to Jolynn. Motion by Micki Ferris to make these changes to the Grants. Sally Custer seconded. Motion carried unanimously.

E. Discussion and Formulation of Public Messaging for Agency Changes for Social Media and Newspaper Publication

Per CMS guidelines, the Agency is required to publicly post notice of its CMS termination on the Agency's Facebook page and in the newspaper. A sample letter was included in the Board members' packets for review. Stacy stated that she would update the sample letter with Tama County Public Health & Home Care information and send it to the Board of Health members for review prior to publication online and in the newspaper.

Micki Ferris stated that it made sense to use the wording from the sample form for the CMS termination letter. Sally Custer moved to approve use of the sample letter, with revisions to include Tama County Public Health & Home Care information. Micki Ferris seconded the motion. Motion carried unanimously.

F. Discussion of Voluntary Termination of HHA Steps

Stacy shared that she has created a checklist. She has marked the items that are the most critical. She has shared this list with Lori who will complete the steps.

G. Discussion/Possible Action on Director Position

Three job descriptions were included in the Board of Health packets for review: Public Health Director/Administrator, Director of Nursing, and a combined Public Health Director/Administrator and Director of Nursing position. Stacy explained that the purpose of reviewing the job descriptions was to help the Board determine what direction they would like to take in hiring a new Director.

The Public Health Director/Administrator position would allow for a non-RN to serve in the role but would require a separate RN to serve as Director of Nursing. The combined position would require the Director to be an RN but would eliminate the need for a separate Director of Nursing position. Extensive discussion was held regarding the options.

Sherry Parks recommended combining the two roles due to the reduced staffing levels within the Agency, stating that doing so would help reduce administrative costs. Micki Ferris felt the Board should wait to make a final decision until further into the transition process when more information is available. Lori shared that she believes the positions could potentially be combined in the future but felt this year would involve significant transition work and required meetings that may make separate roles beneficial at this time.

Richard Arp expressed concern regarding the uncertainty surrounding decisions by the Board of Supervisors and questioned what option would be easiest for the Agency moving forward should additional changes occur within the next year. He asked whether Lori could remain as Interim Director while the Board revisits the issue in a few months. Sally Custer questioned how much staffing would ultimately be needed due to the anticipated decrease in workload.

Stacy stated that other agencies have successfully combined the Director and Director of Nursing roles. She noted that, due to the decrease in services and workload resulting from decertification, she believes one person could reasonably fulfill the combined role.

Sherry Parks stated that if Lori remains in the Director role with a reduced workload, her salary should also be reduced. She stated that while she does not want to make that change, the Agency's budget reductions may require it.

Richard Arp asked whether the Agency would need to advertise if the Board chose to move forward with a combined position. Stacy stated that the position would need to be advertised regardless of which option was selected. Richard Arp stated that he sees advantages to having an RN serve in the Director role. Richard Arp and Sherry Parks both agreed that Lori should remain Interim Director for the time being and that the issue should be placed on the agenda for further discussion at the next Board of Health meeting.

H. Designate a Hiring Committee – this action is tabled until the next meeting.

I. Discussion of Contracts Signed

A. Contract 5884BT186 Amendment 9 – Farm Worker (Influenza A/H5N1)

- B. Lamar Contract #5500493
- C. PHTHOIP26086 – FY 27 Immunization Grant Application
- D. PHTHOLP27086 – FY 27 LPHS Grant Application
- E. CMS-855A Termination of Medicare Certification
- F. FY 27 Private Well Grant

After discussion, Richard Arp moved to approve Items A-F. Sally Custer seconded. Motion carried unanimously.

Correspondence: None

Public Comment: None

Future Meeting Dates: After discussion, the next Board of Health meeting will be held on Monday, June 1, 2026 at Noon.

The meeting adjourned at 1:30 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant