



Washington County Board of Health
110 N. Iowa Avenue, Suite 300, Washington, Iowa 52353

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

September 22, 2022 @ 12:00 PM

5th floor conference room, Federation Bank building, Washington, Iowa

MEMBERS PRESENT:

Cathy Buffington, Chairperson
Jack Seward
Trevor Martin, DO via Zoom
Chris Grier, DC via Zoom

PUBLIC HEALTH STAFF PRESENT:

Emily Tokheim, Peggy Wood, Karri Fisher
Jessica Janecek, Lori Hobscheidt via Zoom
Jason Taylor, Cindy Chavez

VISITORS:

Jerry Edwards, KCII Radio
Kalen McCain, Southeast Iowa Union
Mary Zelinski, Kalona News via Zoom

The meeting was called to order at 12:05 pm by Cathy Buffington. The Zoom meeting option is available to allow for social distancing recommendations of meeting attendees.

The meeting agenda was approved on a motion by Jack Seward, second by Cathy Buffington. Motion carried 4-0.

The minutes from the August 22, 2022 meeting were approved on a motion by Jack Seward, second by Cathy Buffington. Motion carried 4-0.

Environmental Health report

Jason Taylor Presented the Environmental Health Budget. Revenue is 25% and Expenditures is 15%.

Jason discussed that a review of Procedure Manual for Grant to Counties program, needs to be approved and attached to the first quarter claim. This year the changes are that our department will be testing for arsenic and manganese on our private wells. Motion was made by Dr. Grier and 2nd by Jack Seward Jr. Motion passed 4-0.

Jason was notified by the Sheriff Office that they had received a complaint of someone living in a camper at a hog confinement near Wellman. Jason sent letters to the people that live in the camper and to the property owner that stated an onsite waste water system is need for the

camper waste. Jason was contacted by the property owner and the tenant of the camper for a meeting. During the meeting they stated that the waste was being disposed of at an Oxford Iowa dump station and that no waste was on the ground. Jason and Cindy visited the property and took pictures around the camper and property to verify that no waste was being disposed. Jason stated that any time the tank is dumped, a receipt from the dump station will need to be submitted. The camper owner stated that this is temporary housing and they are fixing another property to move into within a month time frame.

Jason received two different dog bite reports this month. The first, was from the City of Crawfordsville, the dog had attacked another dog in the neighbor's yard. The dog did not have its rabies vaccination up to date. The dog was quarantined at Washington Vet Clinic. The 2nd bite was in rural Washington County and the dog had a provoked bite of a child and was not up to date on its shots and was needing to be quarantined. The owner had a very hard time finding a vet to hold the dog. The dog ended up in Anamosa Vet Clinic for the quarantine. Jason stated that our department needs to get the word out about getting your dog rabies vaccinations up to date, to avoid large fees to quarantine the dog at a Vet's office. Jason said that once the quarantine is over the dog will receive the rabies vaccination anyway, before be released back to the owner.

Jason and Cindy discussed about a new Home Food Processing Establishment. As of September 20, 2022. Iowa Administrative Code Chapter 34 had a major addition. The State Legislators approved a bill in July that expanded the Cottage Law and now includes the removal of home bakery from Chapter 34, to rename it to Home Food Processing Establishments. This bill expands on what can be made in a home kitchen under this license, and where it can be sold. Cindy and Jason have been taking classes to get a better grip on what kind of foods can be produced and all the records that need to be reviewed from the establishments. Our department will have more to come on this topic in the future.

Public Health report

Peggy Wood reviewed the agency financials. She noted both revenue and expenditures were within budgetary guidelines.

Peggy shared the agency annual report for last fiscal year. She highlighted the new addition of a letter from the Administrator. Peggy encouraged all Board members to review and follow up with staff with questions.

Emily Tokheim presented a personnel change request for the resignation of Roberta Sloat effective September 16, 2022. The request was approved on a motion by Trevor Martin, second by Cathy Buffington. Motion carried 3-0. Jack Seward abstained. A second personnel change request was presented for the hiring of Carman Davis, RN, effective September 27, 2022. The request was approved on a motion by Chris Grier, second by Cathy Buffington. Motion carried 3-0. Jack Seward abstained.

Emily shared information regarding the status of the current contract with IDPH for the 1st Five Healthy Mental Development grant. With the departure of Roberta Sloat, 1st Five Coordinator, Sarah Smith will complete grant requirements and activities through December 31, 2022. Lee County will submit the new RFP for continuation of the grant in the Collaborative Service Area (CSA). The contract holder must employ the 1st Five Coordinator. The contract period will be

January 1, 2023 through June 30, 2024. Emily explained Sarah Smith will take on the role of a Developmental Support Specialist as a .5 FTE (20 hours/week) for the CSA.

The intent to award for the Child and Adolescent Health and Oral Health programs was announced on August 30th. Lee County was awarded the contract for the CSA. Washington County will be a subcontractor for delivery of services primarily in Washington County, with assistance in other CSA counties as needed. Emily shared the subcontract was under review by IDPH. Upon receipt, she will forward to the County Attorney for review. The Board consensus was to have a special meeting to review all components of the subcontract prior to final approval.

Effective October 1st, Community Action of SE Iowa will be the new provider of Women, Infant, and Children (WIC) clinics in Washington County. This service was previously provided by Johnson County Public Health. Clinics will be held twice a month on the 5th floor of the Federation Bank building. The Memorandum of Understanding effective October 1, 2022, outlining clinic dates and payment for use of the space and wi-fi, was approved on a motion by Jack Seward, second by Chris Grier. Motion carried 4-0.

Emily reviewed the components of the Fresh Conversations program, noting the focus on 60+ year old adults and healthy lifestyles information. Linn County Public Health will be the new contract holder and has requested Washington County Public Health continue their work in the County. The proposed subcontract will be reviewed at a special meeting, date to be determined, in October.

Emily's agency updates included information on staff Emergency Preparedness training (NIMS), her attendance at the Iowa State Association of Counties (ISAC) conference, scheduling of flu clinics, change in agency provider type with Iowa Medicaid to continue billing immunizations, and review of the County work session held earlier in the week to review the Carl A. Nelson building feasibility study for County departments. Emily added Karri Fisher was recently appointed to the Heritage Area Agency on Aging board by the Board of Supervisors. Richard Young had previously filled that role. Emily shared Chris Grier announced he will not be renewing his term on the Board upon expiration in December. Connie Larsen has expressed interest to continue. Emily reviewed current processes related to the posting and requested the Board make their final recommendation to the Board of Supervisors at the November meeting.

Meeting was adjourned at 12:55 pm. Next meeting scheduled for Noon, October 27, 2022 at WCPH, Federation Bank Building, 5th floor conference room.