

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

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

December 20, 2011 @ 7:15 a.m.
5th floor Federation Bank, Washington, Iowa

MEMBERS PRESENT:

Wendy Miller, BS, DVM, Chairperson
Jim Miksch, Board of Supervisors
Don Miller, MD
Chris Grier, DC

PUBLIC HEALTH STAFF PRESENT:

Public Health: Edie Nebel, Chrystal Woller, Peggy Wood
Environmental Health: Jeff Thomann

VISITORS:

Linda Wenger, Washington Journal

Wendy Miller called the meeting to order at 7:15 a.m.

The meeting agenda was approved on a motion by Jim Miksch, second by Don Miller. Motion carried.

The minutes from the November 15, 2011 meeting were approved on a motion by Don Miller, second by Jim Miksch. Motion carried.

Chairperson Wendy Miller acknowledged the receipt of a letter from the Board of Supervisors reinstating Wendy Miller and Jim Miksch for another 3-year term on the Board of Health.

The Advisory Committee appointments were reviewed and approved on a motion by Jim Miksch, second by Don Miller. Motion carried.

Chrystal Woller reviewed changes for the Boil Water protocol. The protocol was reviewed at a prior Emergency Management meeting with representation from all cities in Washington County. The revised document was approved on a motion by Jim Miksch, second by Don Miller. Motion carried.

ENVIRONMENTAL HEALTH

Jeff Thomann explained the Radon Grant was awarded to the department in the amount of \$1,800. The grant will allow for approximately 250 free radon test kits to be handed out and several ads to be run in the local media.

Jeff provided information about the Cory Wiemelt citation at 1384 Hwy. 1 and 78 Brighton. Cory purchased a permit on December 19, and the septic system shall be installed by the December 23, 2011. The court date for the citation was scheduled for November 16, 2011. Cory paid a \$835 fine and court costs the same morning to avoid a court appearance.

The Board was informed of a thank you note from the DIA department for hosting a conference at Marr Park. They also thanked the board members that attended the meeting.

PUBLIC HEALTH

Peggy Wood reviewed the financials for the Agency year-to-date. She noted that revenue and expenses were on target with the budget. She also indicated that a budget amendment would be submitted in January for the recently awarded Community Transformation grant.

Eddie Nebel presented revisions to the Agency HIPAA policies. The policies are based on Federal guidelines and templates that are adapted to the processes/needs of the local agency. The revisions were approved on a motion by Don Miller, second by Chris Grier. Motion carried.

Chrystal reviewed a new record retention policy that was created as a single point of reference for multiple facets of the agency. The policy was approved on a motion by Don Miller, second by Chris Grier. Motion carried.

Eddie explained that the recent LPHS grant review required revisions to the home care aide and homemaker master care plan policies in the areas of discharge and supervision. The revisions were approved on a motion by Jim Miksch, second by Chris Grier. Motion carried.

Eddie shared BKD, Inc. had recently completed the Medicare cost report for the fiscal year ended June 30, 2011. The cost report is required by CMS to be completed prior to November 30th each year. She was pleased to report that the home care program increased their profitability from the previous year due to changes in coding practices, OASIS assessment, time tracking and management and additional staff training.

Program planning is continuing in the area of home health. Eddie indicated that new patient satisfaction surveys will be implemented in the near future.

Eddie noted that the application for funds from the Riverboat Casino foundation for the student led garden project was not funded.

Chrystal presented the findings of the December 8th meeting for the Community Transformation grant. Chrystal stated that the focus areas were outlined as well as the action plans and required objectives. The work plan is due to IDPH on January 10, 2012. Funds for the first year of the grant will follow a November – September cycle.

Eddie shared a letter from Tami Larson at IDPH in recognition of Lynn Fisher, public health employee, for her performance and efforts on the I-Walk project in Kalona. Her processes and findings will be used by others in the state as a model for future projects.

Meeting adjourned at 8:20 for work session.

Next meeting date scheduled for Tuesday, January 17, 2012 at 7:15 a.m., Federation Bank 5th floor conference room.