

# Washington County Board of Health

110 N. Iowa Avenue, Suite 300, Washington, Iowa 52353

## WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

May 21, 2009 @ 3:30 p.m.

*5<sup>th</sup> Floor Federation Bank, Washington, Iowa*

### MEMBERS PRESENT:

LaVerta Eberly, RN, FNP, Chairperson

Don Miller, MD

Wendy Miller, BS, DVM

Jim Miksch, Board of Supervisors

Lori Bauer

### PUBLIC HEALTH STAFF PRESENT:

Environmental Health: Jeff Thomann, Lori Swan

Public Health: Edie Nebel, Peggy Wood

Call to Order: Chairperson LaVerta Eberly called the meeting to order at 3:35 p.m.

Jeff Thomann requested the agenda be amended to include wage discussions for Environmental Health employees. The amended agenda was approved on a motion made by Wendy Miller, second by Jim Miksch.

Chairperson LaVerta Eberly acknowledged newly appointed Lori Bauer to her first term on the Board. Lori Bauer will fulfill the remaining term of Mike Christensen ending on December 31, 2010.

Wendy Miller was elected Board Secretary on a motion made by Jim Miksch, second by Don Miller. Motion carried.

The meeting minutes from March 12, 2009, were approved on a motion by Jim Miksch, second by Wendy Miller. Motion carried.

### Environmental Health Report

Jeff Thomann presented a financial report and noted that we have received 97% of budgeted income through April. Expenditures are slightly under budget.

Jeff updated the Board of Health (BOH) on activities and enforcements that have taken place. Enviro-Tec failed to acquire a well construction permit prior to drilling a geothermal well for the City of Washington Library project. Upon bringing it to the contractors' attention, a well permit was applied for and issued. A notice of violation letter was sent to Enviro-tec.

The Iowa Department of Natural Resources (IDNR) investigated a complaint regarding improper sewage discharge on a private property. Jeff followed up on the complaint. Jeff also brought the BOH up-to-date on a complaint that has been followed up on at the Kalona Middle School. Both issues are being resolved.

Jeff provided an update on the septic system project in Rubio. Garden & Associates, Ltd has sent a letter to Dan Olson, IDNR Onsite Wastewater Program manager, requesting the state concur to Regional Utility Service Systems (RUSS) belief that a NPDES permit will not be required for the Rubio Project. A decision has not yet been made by the state.

Jeff informed the BOH of actions that are being taken by the superintendent concerning an inspection at the Washington High School. He also updated them on the Washington County Attorney's involvement with the Department of Inspections and Appeals (DIA) concerning these actions. The outcome is still pending DIA ruling.

Jeff has proposed environmental staff receive a 3.5% wage increase for FY 2009-2010. Jim Miksch recommended the same increase for Jeff Thomann. A 3.5% salary increase was approved on a motion made by Jim Miksch, second by Wendy Miller. Motion carried.

Jeff Thomann announced that he and Jennine Wolf presented an Environmental 101 PowerPoint presentation to the Louisa Board of Health (BOH) and Board of Supervisors (BOS). Alana Poage, Louisa County Public Health Administrator, sent an e-mail to Ken Sharpe, Division Director and Carmily Stone, Bureau Chief of the Environmental Health division of the Iowa Public Health Department praising the power point and the efforts put forth by Jeff and Jennine toward educating Louisa County. Because of their efforts, the BOH and BOS of Louisa County are opening lines of communication with the state to implement an environmental program for their county. Both boards asked Jeff if he would be willing to offer guidance to the future staff.

### **Public Health Report**

Edie Nebel presented a financial update of the agency's revenue and expenses. Peggy Wood presented a departmental recommendation for the purchase of a county car. Funding for the purchase was confirmed within current budgetary guidelines. Peggy reviewed two quotes prepared by Gretter Autoland and Capper Auto Sales. Each quote contained pricing for three vehicles. The purchase of a vehicle for Public Health, including the trade-in of the existing county vehicle, was approved on a motion made by Don Miller, second by LaVerta Eberly. Motion carried.

Edie provided wage recommendations for FY2010. The recommendations followed the Board of Supervisors guideline to county departments of a 3.5% increase. The wage increases were approved on a motion made by LaVerta Eberly, second by Don Miller.

Edie announced that the vacant RN position has been filled. The new employee will begin employment on May 28<sup>th</sup>. Edie also indicated that a personnel change request was being routed to change the status of a Home Care Aide from full-time to part-time status effective June 1<sup>st</sup>.

Edie discussed a potential new hire for Public Health. Edie made contact with an individual that be re-locating to Washington in August with nine years of Public Health experience. The Board indicated it would be supportive of pursuing the individual for a full-time position.

Edie reviewed a funding update from the State. The previously mentioned 15% hold of funds in the Maternal Child Health (MCH) grant will be released in July and applied to expenses July through September. Although the FY2010 funding of the Local Public Health Services (LPHS)

grant was a decrease from last year's funding, the Social Services Block Grant (SSBG) funding allocated to Public Health was approximately \$8,000. The SSGB funds were those counties declared as presidential disaster areas in 2008 due to natural disasters.

The updated information from IDPH on the H1N1 flu indicated that there were (73) confirmed cases of the virus in Iowa; none of those cases were in Washington County.

Eddie reviewed the final report submitted from the Medicare survey for Home Health. Eddie indicated that the Agency had zero deficiencies in the area of Home Care Aide supervision. The deficiencies noted were in the area of Home Care Aide training.

Eddie submitted a Healthy Communities Grant application for additional fluoride varnish services in Henry County. The grant funding, if approved, would total \$7,050. Grant awards to be announced at a later date.

Peggy Wood presented reports summarizing the recent activity on the new WCPH website. Early indications are that the site is receiving approximately 1,000 visits per month. Additional report data available include specific page viewings, forms downloaded and length of visit.

Eddie summarized the Building/Finance Committee meeting held on Monday, June 18<sup>th</sup>. Eddie requested an additional Board of Health member to participate on the committee. The additional member will be determined at a later date.

Sheila Temple, RDH, presented the final results of the School Dental Audit as required by IDPH. The audit included review of dental health records for Kindergarten and 9<sup>th</sup> grade students to ensure screening requirements were met. Sheila indicated that consent forms for screening will be included with school registration paperwork in August.

Meeting adjourned at 5:00 p.m. Next Meeting Date - Thursday, June 18, 2009 at 3:30 pm, Federation Bank 5<sup>th</sup> floor conference room.