

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

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

January 18, 2011 @ 7:15 a.m.
5th floor Federation Bank, Washington, Iowa

MEMBERS PRESENT:

LaVerta Butterbaugh, RN, FNP, Chairperson
Jim Miksch, Board of Supervisors
Don Miller, MD
Wendy Miller, DVM

PUBLIC HEALTH STAFF PRESENT:

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

VISITORS:

Larry Brock, Washington County Attorney
Linda Wenger, Washington Evening Journal

Chairperson LaVerta Butterbaugh called the meeting to order at 7:20 a.m.

Jeff Thomann added the approval of a Memorandum of Understanding from the Iowa Department of Public Health. The addition was approved on a motion made by Jim Miksch, second by Don Miller. Motion carried.

The amended agenda and minutes from the December 21, 2010 meeting were approved on a motion by Jim Miksch, second by Don Miller. Motion carried.

LaVerta Butterbaugh was re-elected as Chairperson on a motion made by Jim Miksch, second by Don Miller. Motion carried. Wendy Miller was re-elected as Secretary on a motion made by Don Miller, second by Jim Miksch. Motion carried. Jim Miksch was elected as Vice Chairperson on a motion made by Don Miller, second by Wendy Miller. Motion carried.

LaVerta Eberly's name change to Butterbaugh was approved as the official signature of the Board on a motion made by Jim Miksch, second by Don Miller. Motion carried.

The Board reviewed the amended by-laws and made recommendations for revisions. A motion to revise the by-laws and review at next meeting was made by Don Miller, second by Jim Miksch. Motion carried.

Environmental Health Report

Jeff Thomann presented 2010/2011 semi-annual fiscal report. The revenues were 65.7% of what were projected and expenditures were 48.3% of the projected budget.

Jeff Thomann presented the budget amendments and the re-estimated budget for 2010/2011. He also gave the budget projections for 2011/2012. Don Miller made a motion to approve the 2010/2011 amendments, revised 2010/2011 budget, and the 2011/2012 budget, seconded by Wendy Miller. Motion carried.

Jeff Thomann provided a Richmond trailer update. Board of Health members viewed demolition day pictures. The trailers were demolished on December 28th, 2010.

La Verta Butterbaugh received a copy of the Appeal Board ruling.

Jeff presented a memorandum of understanding (MOU-2011-RC15) from the Iowa Department of Public Health (IDPH) in regards to the Radon awareness and home testing to residents of Washington County. The grant award is \$2500. Approved on a motion by Wendy Miller, seconded by Don Miller. Motion carried.

Public Health Report

Peggy Wood presented the Agency's year-to-date financial report. Revenue and expenditures are in line with current budgetary guidelines.

Peggy Wood presented the FY2011-2012 budget proposal for the Department. The proposed budget included 2.0% salary increases for staff and a 3.4% overall bottom line increase. Peggy noted that the increases in wages, IPERS and insurance consumed the allowance for a bottom line increase. The budget was approved at the recommended 1.5% overall bottom line increase on a motion made by Don Miller, second by Wendy Miller. Motion carried.

Eddie Nebel discussed the recently revised Home Health policies. Due to changing Medicare criteria and regulations, revisions were necessary. The policies were approved on a motion made by Jim Miksch, second by Don Miller. Motion carried.

Eddie also presented the Agency fiscal policies for an annual review. No reported revisions. The policies were approved on a motion made by Don Miller, second by Wendy Miller. Motion carried.

The Agency CHNA-HIP plan was submitted to the Iowa Department of Public Health. This is a requirement of the Local Public Health Nursing grant which, upon approval, releases incentive dollars to the Agency. The incentive award for the current fiscal year is \$800. The plan has been approved for the incentive.

Eddie informed the Board that the lease with the City of Washington expired on November 30, 2010. Discussions have taken place with the City Administrator, Dave Plyman and the City Attorney, Craig Arbuckle. The consensus of the Board was to pursue a new written lease agreement in lieu of the current verbal month to month agreement.

Eddie received information from Marty McCarthy, K&M Investments, indicating that there was no interest in extending the lease to purchase option on the lot intended for a new public health building. The \$5,000 deposit will be forfeited.

Meeting adjourned at 8:55 a.m. Next meeting date scheduled for Tuesday, February 15, 2011 at 7:15 a.m., Federation Bank 5th floor conference room.