

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

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

December 21, 2010 @ 7:15 a.m.

5th floor Federation Bank, Washington, Iowa

MEMBERS PRESENT:

LaVerta Eberly, 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, Jennine Wolf

VISITORS:

Barb Edmondson, Washington County Attorney
Linda Wenger, Washington Evening Journal

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

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

The minutes from the November 16, 2010 meeting were approved on a motion by Jim Miksch, second by Wendy Miller. Motion carried.

Public Health Report

Edie Nebel reviewed current board term status and indicated that LaVerta Eberly and Lori Bauer's terms will expire on December 31, 2010. Both expressed interested in serving additional terms.

Peggy Wood provided an update on current year revenue and expenses. Year to date totals are on budget.

Chrystal Woller shared updates on various public health programs. WCPH was accepted for a poster session at the IPHA conference to be held in April, 2011. The poster session will include information about the process of completing a community health needs assessment in rural Iowa.

The Healthy Community Coalition has two task forces focusing on Obesity and Bullying Prevention. The Obesity Task Force has been focused on the safe routes to school survey done in Kalona. The initial survey done by teachers tallied the methods children use to get to and from school. Data collected indicated that approximately 23% of Kalona Elementary children do, indeed, walk to school. The Coalition has also been working on establishing informational media releases focused on bullying prevention.

Chrystal informed the Board that approximately 127 doses of flu vaccine remain in the agency. To date, a total of 1300 vaccinations had been given. Also in the area of immunization Chrystal

indicated that the immunization audits required by IDPH have been completed. A total of 136 provisionals were issued within the school district. Reasons for the provisionals included records not being up to date, religious exemptions and no records at all. Schools with provisionals will be re-checked in 60 days.

Eddie shared various updates in regards to the agency strategic plan. Eddie noted that various committees had been developed for program reviews, some of which will be done in collaborative efforts with IDPH staff. The Agency held part one of their staff retreat in November; second half was held December 20. One of the main focuses of the retreat was completing exercises and discussions about internal and external communication.

Eddie reported that WCPH was invited to participate in a survey related to Quality Assurance. A representative from the Muskie School at the University of Southern Maine will be coming to the agency to complete the on-site survey.

Lynn Fisher, BSN, is participating in a QI Champion initiative with the Iowa Department of Public Health. She is already utilizing some of the materials obtained through the first training for work at the local level. An additional bonus of her participation is the acquisition of software for ongoing QI work.

Eddie reported that BKD has completed the Medicare cost report for the 2009-10 fiscal year of home health. A complete report is available for review by board members.

Eddie shared the results of the annual Elderly Waiver chart audit. The audit was conducted by Judy Parks of Johnson County Elder Services. Several recommendations were made related to chart forms and processes. Eddie met with staff to review the recommendations and design a corrective action plan. The chart audit was approved on a motion by Don Miller, second by Wendy Miller. Motion carried.

Eddie shared that the Dental Sealant grant through IDPH had been approved in the amount of \$5,583. This was a revised total from the previously submitted \$2,800. Due to various changes in the grant guidelines, the maximum amount of \$12,000 was not requested.

The I-Walk grant of \$1,500 from IDPH has been approved for funding. The dollars will be spent in the Mid-Prairie school district for their safe routes to school efforts.

Eddie indicated that IDPH had a surplus of Federal stimulus funds carryover from the prior fiscal year for H1N1. Washington County has received a contract in the amount of \$25,000 in additional funds to be spent by August 2011. Acceptance of the funds and signing of the contract was approved on a motion made by Don Miller, second by Wendy Miller. Motion carried. Eddie noted that she is working with community partners to utilize the funds to enhance county-wide communication in the event of a disaster.

The lease on building space at Dr. Heather Hedden's office will renew on January 1, 2011. The building rent increased to \$120 per day for usage and \$27 per month for storage. The lease was approved on a motion made by Don Miller, second by Wendy Miller. Motion carried.

Barb Edmondson presented the Board with a first draft of the revised Board of Health by-laws. The Board requested that the by-laws be amended to establish the scope of work and delegation of the administrators for both Public Health and Environmental Health. The draft will be reviewed at the next meeting.

Environmental Health Report

Jennifer Bennett presented the Radon Awareness activities. The department received a radon mini grant. The grant will allow 300 test kits to be given out to Washington County residents; news paper advertisements and fliers will be used to inform residents of the dangers of radon. Jennifer will give presentations in public schools to 3rd, 4th, and 5th grade students. The school presentation will bring radon awareness to the youth.

Jeff Thomann presented a requested employee reclassification change for Jennine Wolf. The reclassification would change Jennine Wolf from an hourly wage employee to a salaried employee without overtime benefits. The board suggested that Jeff work on next year's budget with the Board of Supervisors to find funding.

Jeff Thomann updated the board about the demolition of two trailers located at 670 Buchanan Street, Richmond, Kalona. The trailers are to be scheduled to be removed on December 28th, 2011.

Meeting adjourned at 8:45 a.m. Next meeting date scheduled for Tuesday, January 18, 2011 at 7:15 a.m., Federation Bank 5th floor conference room.