

# Washington County Board of Health

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

## WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

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

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

### **MEMBERS PRESENT:**

LaVerta Eberly, RN, FNP, Chairperson  
Jim Miksch, Board of Supervisors  
Don Miller, MD  
Lori Bauer

### **PUBLIC HEALTH STAFF PRESENT:**

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

### **VISITORS:**

Linda Wenger, Washington Evening Journal  
Berdette Ogden, IDPH Regional Community Health Consultant  
Richard Gilmore, Citizen

Chairperson LaVerta Eberly called the meeting to order at 7:15 a.m.

Edie Nebel requested that the agenda be amended to include formal approval for two additional subcontracts. The agenda was amended and approved on a motion by Don Miller, second by Jim Miksch. Motion carried.

The minutes from the July 6, 2010 meeting were approved on a motion by Jim Miksch, second by Lori Bauer. Motion carried.

The minutes from the August 31, 2010 meeting were approved on a motion by Don Miller, second by Lori Bauer. Motion carried.

### **Environmental Health Report**

Jeff discussed the Grant to Counties Memorandum of Understanding. The grant provides the county with free water testing and free well plugging. This year's grant award is \$18,367. Approved on a motion by Jim Miksch, seconded by Donald Miller, MD. Motion carried.

Jeff presented the 2009/2010 financial report. The revenues were 103% of what was projected and expenditures were 95 % of the projected budget.

The quarterly Environmental Health meeting will be held at the Washington County Conservation Center. Tom Newton, Director of the Iowa Department of Health, will talk about the Modernization grant that Henry and Washington County received and environmental health issues. Local Board of Health members and the sanitarians in the region are invited to attend.

### **Public Health Report**

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

Eddie Nebel presented two grant applications for approval. Motion to submit the Immunization services application in the amount of \$11,217 and authorize the chair or executive director to sign contract and amendments was approved on a motion by Jim Miksch, second by Don Miller. Motion carried. Motion to submit the School Based Dental Sealant application in an amount not to exceed \$12,000 and authorize the chair or executive director to sign contract and amendments was approved on a motion by Don Miller, second by Lori Bauer. Motion carried. Eddie noted that the grant guidelines had changed for the sealant grant and that there would be a decrease in the amount of eligible participants due to the free and reduced lunch rate increase to 40%.

Eddie requested approval for three subcontracts. The Planned Parenthood subcontract in the amount of \$52,000 was approved on a motion by Lori Bauer, second by Don Miller. Motion carried. The Women/Infant/Children (WIC) subcontract with Johnson County in the amount of \$7,200 was approved on a motion by Jim Miksch, second by Don Miller. Motion carried. The Henry County MCH subcontract in the amount of \$28,000 was approved on a motion by Don Miller, second by Jim Miksch. Motion carried.

Two Medicare chart audits were completed since the last meeting. The audit findings showed deficiencies in documentation requirements per Medicare regulations. The staff will continue with education to ensure accurate records. Charts will be re-audited next quarter. The audits were approved on a motion by Don Miller, second by Lori Bauer. Motion carried.

Eddie shared with the Board that Karri Fisher had been recently hired as an RN. Karri replaces the full-time position left vacant by Lauren Trumm.

Eddie requested approval to increase the agency charge for nursing visits. The proposal included a request to move from \$80 per visit to \$110 per visit. The fee was approved at \$110 per visit on a motion by Don Miller, second by Lori Bauer. Motion carried.

Chrystal Woller presented the standing orders for approval. The standing orders for the Agency are approved on an annual basis. The orders were approved on a motion by Jim Miksch, second by Lori Bauer. Motion carried.

Sheila Temple, RDH, shared the results of the annual dental audit report. The audit summarized local school districts' compliance with the state requirements for dental screenings of kindergarteners and 9<sup>th</sup> graders. Sheila noted that a copy of the report would be mailed to school boards.

Chrystal requested approval for the newly revised PH Emergency Preparedness Plan. Chrystal noted that plan was created in a checklist format which created ease of use and a better understanding of the components. The plan was approved on a motion made by Don Miller, second by Jim Miksch. Motion carried.

Edie noted that the Building & Finance Committee will be meeting on Thursday, September 23<sup>rd</sup> at 10:00 a.m. at West Chester Savings Bank.

Chrystal reviewed the recently completed strategic plan for the Agency. Through collaboration with the Advisory Board, the Iowa Quality Center and several Public Health staff members a total of 5 goals were finalized for the Agency. Chrystal reviewed each goal, objective and activities related to the completion. Don Miller requested that a progress report be submitted to the Board on a quarterly basis. The strategic plan was approved on a motion by Jim Miksch, second by Don Miller. Motion carried.

Peggy presented the Agency annual report for fiscal year 2010. Peggy summarized the program contents and indicated that additional charts and statistics had been added. Peggy encouraged all Board members to review and respond to her with any questions or additional clarifications.

Edie indicated that all Board members should have received invitations to the Community Health Plan kick-off meeting at the ISU extension office on September 30<sup>th</sup>.

LaVerta Eberly received correspondence indicating that the Board decision of the August 31<sup>st</sup> meeting approving the dismissal of Lori Swan was upheld and that the appeal for unemployment benefits was denied.

Meeting adjourned at 8:25 a.m. Next meeting date scheduled for Tuesday, October 19, 2010 at 7:15 a.m., Federation Bank 5<sup>th</sup> floor conference room.