

# BOARD OF HEALTH MINUTES TAMA COUNTY PUBLIC HEALTH & HOME CARE

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**Monday September 25, 2023 – 12:00 P.M.**  
**Meeting held at Tama County Annex Building and via Zoom**

<b>Members Present:</b>	Shannon Zoffka Lori Johnson Chris Behrens	Sally Custer Jolynn Harger Micki Ferris	Dr. Polly Hineman – via Zoom Sherry Parks – via Zoom Heather Bombei – via Zoom
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**Members Absent:** Curt Hilmer Casey Schmidt

The meeting was called to order by Sherry Parks, Chairman at 12:12 p.m.

Dr. Hineman moved to accept the Agenda as presented. Micki Ferris seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the July 24, 2023 as presented. Dr. Hineman seconded. Motion carried unanimously.

## **Reports:**

### **Environmental Report:**

Chris Behrens shared that he has done more septic systems this year than he has done in the past years. To date he has 32 this year already with another dozen more that will be put in. He has also done a couple of water tests this past month.

### **Director's Report - 10 Essential Public Health Services Framework**

1. *Assess and Monitor population health status, factors that influence health and community needs and assets*
  - CHA CHIP—finished, after approval will be submitted to the State before November deadline
  - Food Pantry: July: Households 160, Individuals 434, New Households 8; August Households 141, Individuals 405
2. *Investigate, diagnose, and address health problems and hazards affecting the population*
  - Communicable Disease Investigations Started in July: 1 E.coli, 3 Campy. 0 in August
  - Active & Latent TB Cases: 1 current latent case, 4 exposures with follow-up
  - Animal Bites: July 2 Dog, August 2 Dog
  - Immunizations Given: 1 vaccination given in July through the Vaccines for Children Program, 31 given in August (back to school increases demand).
3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
  - Social Media Strategy: July: Heat Safety, Mowing Safety, Fireworks Safety, Ragbrai and Drowning Prevention August: Smoking Cessation, National Water Quality Month, World Breastfeeding Week, Stress, Heat Safety and Lead Poisoning in Children.
  - Posts: 23 in July, 13 in August
  - Coffee Talks: July: 3 talks were cancelled (2 due to RAGBRAI and 1 was cancelled by the scheduled site) 3 were held, with 10 in attendance. August: 7 hosted, 33 attendees. 3 new locations were added to the schedule for September.
  - Initiated contact with church ladies in Tama County regarding a Breast Cancer Awareness Luncheon to be held in October.
  - Initiated contact with Wieting Theater for Movie Date for senior citizen activity, to be held later this Fall.

- Kelly Purk provided Blood Pressure checks at the Senior Center in Tama and spoke about fall prevention.
4. *Strengthen, support, and mobilize communities and partnerships to improve health*
- Maternal Health: no new news
  - Nest: 11 attendees, topic in August was Breastfeeding
  - SKIP: no new activities in July. Door Prize provided for Meskwaki Cruise with the Blues, Next meeting September 28<sup>th</sup>.
  - NEI3A/COA: no new news
5. *Create, champion, and implement policies, plans, and laws that impact health*
- Shannon was contacted by Laura Kopsa, the BOS and Kayla with the Risk Pool were questioning if our operating policy and procedures were not following Chapter 137.104 rules and regulations. The agency has 2 ordinances or regulations and multiple general operating policies and procedures specific to the organization, not the public health of the county. Our policy and procedure manual is not Public Health regulation, it is to support the operation of the agency and staff, and not to be seen as public health policy or regulation of the community. Shannon was asked to meet with the BOS about this, she declined as these are questions about law and code, that is not my area of expertise, so I respectfully turned this over to the County Attorney. Shannon did contact all Public Health Agencies that are part of our Risk Pool, and not one of them takes policies and procedures to their Board of Supervisors. They do the same process that we do and take to their Board of Health. We have an extra layer by taking to our Advisory Board first.
  - There have been rumors and concerns in other departments that the State is shutting down our office by the end of the year. Shannon was contacted by Larua Kopas as the ARPA funds for our office were being put on hold “until we know what the State is doing”, Shannon said she was fine with that. She contacted Heather as she felt this all seemed a little strange since she had not heard anything, but other departments are making assumptions about the future of public health in the State and our office. Shannon sent an e-mail to the staff to make sure they understood that these rumors are 100% false, Shannon also sent an email to Laura after the State Public Health Collaborative to make her aware of the alignment and service delivery information as well as us being shut down was 100% false. Shannon feels these sorts of rumors are very damaging to our office, our staff and the individuals served.
6. *Utilize legal and regulatory actions designed to improve and protect the public's health*
- PHEP: Workgroup meeting covered new process for pre -approvals on project funds, upcoming table top exercises and plans for Stop the Bleed kits.
7. *Assure and effective system that enables access to the individual services and care need to be health*
- Home Health: 55% of referrals were admitted to home health services in July , 47% in August.
8. *Build and support a diverse and skilled public health workforce*
- Two RN's attended a training in Mahaska County on Situational Awareness to help identify danger, increase knowledge of drug activity, cultural, situational and personal awareness.
  - Kelly Purk, RN, started August 7<sup>th</sup>
  - Heather Guillen, CNA, started September 11<sup>th</sup>
  - Brenda Bridges, LPN, retired September 15th
9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement*
- QAPI: no new news.

10. *Build and maintain a strong organizational infrastructure for public health*

- Submitted RFI to Iowa Realtors Association for Nest program for \$1,000.00.
- EVV will be added for the SN, therapy, and aide services. We can start using this in October, but it will be mandatory for 1/1/24. We are discussing whether or not to purchase cell phones for staff as they will have to download an app to check in/out of a patients' home.
- Shannon attended the Public Health Collaborative on September 14<sup>th</sup>, hosted by the State. All 99 Counties were represented, and we spent the day focusing on team building, understanding our strengths and personalities as well as learning about effective communication strategies.

**Waiver:** July and August: Three patients were served under the Frail and Elderly Waiver. There were 0 Maternal Health Home visits in July and August.

**Financial Report:**

Admissions increased for the months of July and August. Skilled Nurse visits increased for both July and August. Home Health Aide visits and hours increased for the month of July, but decreased for the month of August. Our revenue decreased for the months of July and August.

Micki Ferris moved to approve the Financial Report. Dr. Hineman seconded. Motion carried unanimously.

**New Business**

A. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Central Iowa Healthcare Coalition PHEP/CRI/EMS Fiscal/Billing Procedures (updated 08/11/23). Dr. Hineman seconded. Motion carried unanimously.

B. Micki Ferris moved to Approve & Authorize Board of Health Medical Director to sign VFC Re-Enrollment Form. Sally Custer seconded. Motion carried unanimously.

C. Dr. Hineman moved to Approve & Authorize Medical Director (Sherry Parks, PA-C) to sign Bridge Access Program Provider Agreement with Iowa HHS regarding COVID-19 Vaccinations. Sally Custer seconded. Motion carried unanimously.

D. Dr. Hineman moved to Approve & Authorize Assistant Director/CFO to sign Contract with Lamar, Contract #4295984 for Billboard Ads for COVID Immunizations and Water Well Testing. Sally Custer seconded. Motion carried unanimously.

E. Dr. Hineman moved to Approve & Authorize Assistant Director/CFO to sign UAC4U-Free Emergency Magnets & County Maps and Totes 2 Go – Free Reusable Bags. Micki Ferris seconded. Motion carried unanimously.

F. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Contract #5884BT186, Amendment #1, for Public Health 6 Year Emergency Response for COVID-19 Response and COVID-19 Equity Budgets in "Other" in the amount of \$18,000. Contract #5884BT186, Amendment #1. Sally Custer seconded. Motion carried unanimously.

G. Micki Ferris moved to Approve & Authorize CEO/Executive Director to Contract #5885BT486, Amendment #20, reducing FY 23 Budgeted Amount from "Equipment", \$13,000; "Other", \$5,000. (These unspent funds were carried over to FY 24, see above Amendment) Sally Custer seconded. Motion carried unanimously.

H. Micki Ferris moved to Approve the Quarterly Audit for the Home Health Consultant. Sally Custer seconded. Motion carried unanimously.

I. Micki Ferris moved to Approve the 2023 Community Health Assessment and Community Health Improvement Plan. Dr. Hineman seconded. Motion carried unanimously.

J. Chris wanted to get the Board of Health's views on what the credentials of a Qualified Soil Professional should be. There is nothing specific in Iowa Code. Currently our process is to have a Site Analysis done before new systems are installed. This is done by a Qualified Soil Professional. Currently we have four people who are qualified to do these. Two of them do the majority of the work, as the other 2 have priced themselves out of the market. We need some more options. Chris would like to add to that list, but he wants the Board to give their opinion on what they feel would make a good Qualified Soil Professional. Dr. Hineman asked if there was a training or does the person get certified to do this? Chris said that no, there is no actual certification. It's a combination of experience and education, but very vague. Dr. Hineman asked how the people that are currently qualified, got on our list. Chris replied that was before his time here, and that Sherry Lutz, interim Sanitarian

brought to the Board. The reason that this is being brought up now is there a gentleman who called the office and was interested in doing these Soil Analysis. Chris thought it would be good to have another option the County. DMACC has a 16 hour Perc course they hold yearly, if he took that would he be considered a Qualified Soil Professional? Dr. Hineman asked if the soil professionals that we already have, have any qualifications or course work done prior to being added to the list? Chris said the ones we have currently do have a extensive list of credentials. Dr. Hineman said she feels that it would be beneficial to have a minimum requirement. Micki Ferris wondered what other counties use as their requirements, she also wondered if we needed to require them to carry liability insurance. Dr. Hineman asked Chris if he would contact other counties and see what their requirements are. No action taken.

**Correspondence:** None.

**Public Comment:** None.

**Future Meeting Dates:** The next Board of Health meeting will be held on Monday, October 23, 2023 at Noon. A hybrid option is still being offered as well as in person meeting at the Public Health office.

The meeting adjourned at 12:47 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant

***The full Zoom recording is available. It is available by request.***