

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

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**Monday October 28, 2024 – 1:00 P.M.  
Meeting held at Tama County Annex Building and via Zoom**

<b>Members Present:</b>	Sally Custer	Micki Ferris	Jeff - CSS
	Lori Johnson	Jolynn Harger	Dr. Hineman – via Zoom
	Shannon Zoffka	Casey Schmidt -via Zoom	

**Members Absent:** Curt Hilmer Sherry Parks Chris Behrens

The meeting was called to order by Dr. Hineman, Vice-Chairman at 1:00 p.m.

Sally Custer moved to accept the Revised Agenda as presented. Micki Ferris seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the September 23, 2024 board meeting. Sally Custer seconded. Motion carried unanimously.

Jeff from CSS was present at today’s meeting to talk about item #5 under New Business. Lori Johnson shared that our old server is now shut down and we are on the new secure servers with CSS monitoring them. As part of this process we found out that the VPN software that Chris uses to access his files is still controlled by Rick, our previous IT provider. We also found out that we share our VPN connection with Veteran’s Affairs. We were supposed to be setup on our own with no other departments sharing our equipment. By sharing with other departments, we are potentially opening ourselves up for possible network breaches.

We could:

1. Not allow Chris to work remotely. He would only use a desktop computer and would require him to come to the office daily to submit paperwork that currently had can submit via the VPN.
2. We could ask to be connected through the Sheriff’s Office VPN, at a cost to share this connection. We would still be under control of another department and not on our own. Their network is secure but there could still be the possibility of a breach when it is a shared firewall.
3. We could purchase our own VPN. If we did this we would have our own secure firewall not shared with any other department, no chance of other departments accessing HIPAA secure information, and we would be directly connected to Aureon (internet service provider) infrastructure.

The setup would be a total estimated cost of \$3400 for hardware and labor.

Discission was held. Micki asked if there were any other remote options. Jeff said that Splashtop could be used as a remote option but that would require a desktop computer here at the office and it must be turned on. It would be cheaper to buy a desktop and have him access it through Splashtop, but that doesn’t change the fact that our VPN is under Tama County control as it is right now.

Questions were asked if this was budgeted for. Lori said that PHEP money would pay for part of the cost, as would Grants to Counties. We can budget for the remaining part.

Casey Schmidt felt that it was a good idea to do Option 3. The Board will vote on this when we get to New Business Item #5.

## **Reports:**

### **Environmental Report:**

Chris report was sent to the Board with the packets.

Shannon asked if anyone had any questions about Chris’ report. There were none.

### **Director’s Report - 10 Essential Public Health Services Framework – Shannon Zoffka**

1. *Assess and Monitor population health status, factors that influence health and community needs and assets*

- Food Pantry: 165 Households served, 485 Individuals, 31 New Households for September
2. *Investigate, diagnose, and address health problems and hazards affecting the population*
    - Communicable Disease Investigations Started in September: 2 Cryptosporidiosis
    - Active & Latent TB Cases: Current latent cases 5, 2 inactive cases (didn't pick up their meds) they will need to restart meds
    - Animal Bites: 3 dog bites
    - Immunizations Given: 6 in September
  3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
    - Social Media Strategy: Preparedness Month, Suicide Prevention Month, Alzheimer's Awareness, National Food Bank Day, Distracted Driving, Septic Smart Week, Virus vs Bacteria, TCPH Job Openings, LIHEAP Information, Free COVID Tests Available
    - Posts: 33
    - Coffee Talks: 5 Hosted with 40 total attendees
  4. *Strengthen, support, and mobilize communities and partnerships to improve health*
    - Maternal Health: 5 Facebook posts, no new news
    - Nest: September 10th, topic Breastfeeding Basics, 12 in attendance
    - SKIP: meeting held September 26th. Will request funding to support the following events: Child Abuse Prevention Month in April, Supper with Super Heroes in May, Family Fishing Night in June, Pool Parties, Movie Nights, Graduation Totes, Distracted Driver Presentation, Sex Trafficking Presentation, Trunk or Treat, Red Ribbon Week 7 Facebook posts
    - NEI3A/COA: The COA continues to look for ways to engage more seniors across the County and provide a variety of new activities. This is met with some resistance from the individuals who frequent the Senior Center and like things how they are
  5. *Create, champion, and implement policies, plans, and laws that impact health*
    - Syphilis update: Included in the Board packets Shannon had included information from the Regional Health Specialist regarding Syphilis. Last week the Health Alert Network sent out an Alert regarding Syphilis that Shannon forwarded to healthcare providers in Tama County. Discussion was held. Board members wondered if we could have a flyer hanging in the exam rooms talking about Syphilis and encouraging people to get tested.
    - BOH Letters of Support were sent out to communities regarding cooling and warming stations. Clutier was the only response about the cooling letter that Shannon has received.
  6. *Utilize legal and regulatory actions designed to improve and protect the public's health*
    - PHEP: Work on Public Health Emergency Response Plan (PHERP) continues. EMR Resource continues to be updated to reflect county agencies and resources.
  7. *Assure and effective system that enables access to the individual services and care need to be health*
    - Foot Clinics continue monthly
    - Blood Pressure Clinics
    - Home Health: 59% of referrals were admitted in September. Shannon told the Board that the admissions for the next few months may be lower than normal due to low staffing levels. (One RN on medical leave, one RN resigned)
    - We will host an Open House on November 20<sup>th</sup> from 2-4 PM

8. *Build and support a diverse and skilled public health workforce*

- Nurse Aide meeting in September reviewed documentation and daysheet reminders
- New hires: Melanie Blocker RN Case Manager and Tammy Schuett LPN Public Health
- Shannon made the BOH aware of an issue brought to her attention by Tammy Wise and followed up on concerns. Discussion was held. Casey would like to have an in person meeting with Chris so that he can field questions from the Board. Dr. Hineman thought it should be within the next two weeks, she doesn't want to get too far out from this issue. Shannon will work with Chris to see what his days off are and when he might be able to come in for a meeting. She will keep the Board aware by email.

9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement.*

- QAPI: Meeting September 12, continue to review and organize the program needs
- RV update: delivery date is coming soon, could be by the end of the year. Lori and Shannon participated in a virtual walk through of the RV. We have plans to utilize it for not only the vaccination program, but the Nest, blood pressure and foot clinics as well as at public events in the County and most Public Health programs. We hope to expand our reach to all areas of the County and make programs more accessible to everyone.

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

- Shannon attended the Public Health Collaborative in Des Moines in September. AI and it's functions and use in health care and public health was the focus of the day
- Jolynn continues to attend EVV meetings
- The County held training for staff on Human Trafficking, Harassment and ALICE

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

**Financial Report:**

Admissions increased for the month of September. Skilled Nurse visits decreased for September. Health Aide visits decreased but hours increased for the month of September. Our revenue decreased for the month of September.

Casey Schmidt moved to approve the Financial Report. Micki Ferris seconded. Motion carried unanimously.

**New Business**

1. Casey Schmidt moved to Approve & Authorize CEO/Executive Director to sign 5884BT186- 6 Year Public Health Response Contract – COVID Bridge Budget Amendment, moving \$10,000 from salary line to other. Micki Ferris seconded. Motion carried unanimously.
2. Casey Schmidt moved to Approve & Authorize CEO/Executive Director to sign on behalf of the Board of Health, Contract #5884BT186, Amendment #5, Emergency Response Multi-Year Program, CADE Confinement reversion of funds, in the amount of \$7,691, amending contract amount to \$43,361. Micki Ferris seconded. Motion carried unanimously.
3. Micki Ferris moved to Approve the Revisions of the Governing Body By-Laws as presented. Sally Custer seconded. Motion carried unanimously.
4. Micki Ferris moved to Approve the Revisions of the Advisory Board By-Laws as presented. Sally Custer seconded. Motion carried unanimously.
5. Casey Schmidt moved to Approve the Purchase of VPN Firewall and Installation. Sally Custer seconded. Motion carried unanimously.

**Correspondence:** None

**Public Comment:** None

**Future Meeting Dates:** The next Board of Health meeting will be held on Monday, November 25, 2024 at Noon.

The meeting adjourned at 2:05 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant