

# BOARD OF HEALTH MINUTES

## TAMA COUNTY PUBLIC HEALTH & HOME CARE

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**Monday March 24, 2025 – 12:00 P.M.**

**Meeting held at Tama County Annex Building and via Zoom**

**Members  
Present:**

Micki Ferris  
Lori Johnson  
Casey Schmidt

Shannon Zoffka  
Jolynn Harger

Sherri Vesely – via Zoom  
Sherry Parks – via Zoom

**Members Absent:** Sally Custer Curt Hilmer Chris Behrens

The meeting was called to order by Sherry Parks, Chairman at 12:10 p.m.

Micki Ferris moved to accept the Agenda as presented. Sherri Vesely seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the February 24, 2025 meeting as presented. Sherri Vesley seconded, Motion carried unanimously.

Lori Johnson pointed out that on the second page of the March 10th Special Meeting Minutes the word directly should be added in the 3<sup>rd</sup> paragraph of the page. The sentence should read “The Medicare Cost Report includes the utilities of the building, but we are not getting directly paid for them.” Micki Ferris moved to accept the Minutes of the March 10<sup>th</sup> Special Meeting with the change noted. Sherri Vesely seconded. Motion carried unanimously.

Lori Johnson pointed out that on the first page of the March 17th Special Meeting Minutes in the fifth paragraph under New Business it should say overall cut instead of overcut. The sentence should read “The budget that Lori is presenting today has a cut of 22.5% (\$336,067) with an overall cut to our budget in the amount of \$445,714. Sherri Vesely seconded. Motion carried unanimously.

### **Reports:**

#### **Environmental Report:**

In Chris’ absence Shannon shared with the Board that there might be potential lawsuits due to septic systems being passed incorrectly in 2015 and 2019.

Chris’ report was sent with the Board packets. No one said that they had any questions.

#### **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: Mobile food pantry continues monthly in Tama. We no longer receive the numbers of people served.
2. *Investigate, diagnose, and address health problems and hazards affecting the population*
  - Communicable Disease Investigations Started in February: 1
  - Active & Latent TB Cases: 2 current latent cases
  - Animal Bites: 0 in February
  - Immunizations Given: 2
3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
  - Social Media Strategy: Teen Dating Awareness Month, Weather/Weather Safety, Measles, County Programs, Heart Health, Cancer Prevention, 211, Food Safety
  - Posts: 31
  - Coffee Talks: 6 scheduled, 3 rescheduled due to weather, 3 held with 22 attendees

4. *Strengthen, support, and mobilize communities and partnerships to improve health*
  - Maternal Health: No new news
  - Nest: 16 attendees, topic in February was Post Partum Depression and Scam Prevention
  - SKIP: February meeting canceled due to budget work.
  - NEI3A/COA: No February meeting
5. *Create, champion, and implement policies, plans, and laws that impact health*
  - Audits of home health charts continue and no concerns were identified.
  - Lori and Shannon attend the Public Health Office Hours monthly with Dr. Kruse.
  - There will be an update to the HHS Alignment plans on March 25<sup>th</sup> at 3:00 p.m.
6. *Utilize legal and regulatory actions designed to improve and protect the public's health*
  - PHEP: Tammy attended the "This is a Test: POD Game Train the Trainer" training in Polk County. Lori and Shannon attended PHERP meeting.
  - The Stop the Bleed Kits have arrived.
7. *Assure and effective system that enables access to the individual services and care need to be health*
  - Foot Clinics and Blood Pressure Clinics continue
  - Home Health: 59% of referrals were admitted
8. *Build and support a diverse and skilled public health workforce*
  - Lori and Shannon worked on the FY 26 Budget multiple times.
9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement*
  - QAPI: Next meeting will be in March date to be determined
10. *Build and maintain a strong organizational infrastructure for public health*
  - Several meetings have been held with staff regarding the current budget situation and to keep them informed as well as we can.

Micki Ferris asked if there were any current cases of Measles in Iowa or Tama County. Shannon replied that there hasn't been any as of today. Discussion was held about Measles. Micki wondered if we needed to put a press release in the paper. The comment was made that a Facebook post would reach more parents than a press release would. Shannon said that she has posted information on Facebook regarding Measles and will continue to do so as more information is received.

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

#### **Financial Report:**

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

The budget printout information presented in today's packet does not show the de appropriated amounts for our department. These should show on next months budget.

Micki Ferris asked what the impact on our budget will be because we are losing and not hiring for positions that had previously needed filled. Shannon said that Tracy retired from the Office Assistant/HCA position a year ago. The office part of the position has been spread amongst other staff and we will just continue that.

We had budgeted for a full time Aide as well. Because the Aide numbers are down, we are okay not hiring for a full time Home Care Aide. If the Aides need time off, homemaking hours may need to be cut as Home Health Aide services are priority.

With Melanie Blocker resigning, we will feel that impact with the other RN's. We cannot overload the RN's with visits as we have to continue servicing the patients that we currently have.

Shannon shared that we are going to be discharging a long term home health patient due to behaviors. We have given multiple written warnings to this patient regarding their dogs biting our staff in the past. The dog has recently bit a staff member, the patient is making rude comments to our staff, and canceling services for the day out of spite.

Lori said that there will be a notice running in the paper for two weeks letting the public know that we are not closing. Mark Doland is also planning to do a Press Release stating this as well.

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

#### **New Business**

A. Micki Ferris moved to Approve & Authorize CEO/Executive Director to apply and sign for FY26 Immunization Grant. Casey Schmidt seconded. Motion carried unanimously.

B. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Amendment to the Services Order form for Verizon Connect for the 5 tracking devices, switching from monthly to annual billing. Casey Schmidt seconded. Motion carried unanimously.

C. Micki Ferris moved to accept the resignation of CEO/Executive Director Shannon Zoffka. Casey Schmidt seconded. Motion carried unanimously.

D. Micki Ferris moved to appoint Lori Johnson as Interim CEO/Executive Director and Jolynn Harger as Interim Assistant Director/CFO effective April 17<sup>th</sup>, due to the resignation of Shannon Zoffka. Casey Schmidt seconded.

E. Micki Ferris moved to Approve & Authorize Interim CEO/Executive Director to act as Board of Health Signatory for all State Grants and Contracts, effective 04/17/25. Sherri Vesley seconded. Motion carried unanimously.

F. Casey Schmidt moved to Approve & Authorize the Request to Modify the State of Iowa Grants, naming Lori Johnson as the Project Director. Micki Ferris seconded. Motion carried unanimously.

G. Micki Ferris moved to modify the Agenda to set in motion the hiring process. Shannon said that the Board of Supervisors want Departments to fill out a form and ask for permission to hire. Casey said that we should get the form filled out and get approval from them to start the process as Shannon will be gone within a month. Micki said that the position should be posted as soon as we receive this approval. Casey Schmidt seconded. Motion carried unanimously.

H. Micki Ferris moved to modify the Agenda to approve the updated Organizational Chart with the Interim positions listed. Casey Schmidt seconded. Motion carried unanimously.

**Correspondence:** None

**Public Comment:** None

**Future Meeting Dates:** The next Board of Health meeting will be held on Monday, April 28, 2025 at Noon.

The meeting adjourned at 12:55 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant

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