

# BOARD OF HEALTH MINUTES

## TAMA COUNTY PUBLIC HEALTH & HOME CARE

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**Monday June 30, 2025 – 12:00 P.M.**

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

**Members  
Present:**

Micki Ferris  
Lori Johnson  
Chris Behrens  
Alejandro Martinez

Curt Hilmer  
Jolynn Harger  
Stacy Koeppen

Sherri Vesely – via Zoom  
Sherry Parks – via Zoom  
Sally Custer

**Members Absent:** Casey Schmidt

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

Lori Johnson introduced the new CEO/Executive Director, Stacy Koeppen, to Board members. Her first day will be July 1<sup>st</sup>.

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

Micki Ferris moved to accept the Minutes of the May 27, 2025 meeting as presented. Sally Custer seconded, Motion carried unanimously.

**Reports:**

**Environmental Report:**

Chris stated that he has done about 30 water tests since the class that ISU Extension had about wells. He has been working on his pool inspections and will finish the rest of them up this afternoon. He attended the Environmental Health Officer training in Ankeny at the DMACC campus.

**Collaborative Capstone Project – Alejandro Martinez**

Alejandro introduced himself to the Board, explaining that he is an Occupational Therapist working for Millenium Therapy. TCPH contracts with Millennium Therapy for Therapy services so Alejandro currently sees TCPH Occupational Therapy patients. He is working on completing his doctoral capstone project as of part of his occupational therapy program with Rocky Mountain University of Health Professions.

Alejandro provided an overview of his project. He wants to evaluate the feasibility of implementing social engagement in the rural communities. He is finding through his work of in-home occupational therapy that a lot of his patients are socially isolated. He wants to implement a small OT-driven toolkit, and will include a brief period of education and follow-up with selected participants to support aging-in-place.

His criteria for participants are that they are age 55+, recently discharged from home health services, and are at risk for social isolation/loneliness. He also wants translate this toolkit into Spanish as 11.3% of the population in Tama County is Latino. His timeframe for this project is 4 weeks. He would need a Letter of Approval from the Board of Health to do this project.

Discussion was held. The Board felt this project would be good and have good benefits for the participants. The Board would like a final report from Alejandro. The Board members felt that Lori could draft the letter on behalf of the Board of Health.

**Director's Report - 10 Essential Public Health Services Framework – Lori Johnson**

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.
  - 5 Loaves Community Meal will be held every Thursday at the Tama Civic Center from 4:30-6:30 p.m. They served 145 meals the first night.
2. *Investigate, diagnose, and address health problems and hazards affecting the population*

- Communicable Disease Investigations Started in May: 0. Beth worked with Nick Kalas regarding a Campy investigation we received in IDSS.
  - Active & Latent TB Cases: 2
  - Animal Bites: 2 dog bites
  - Immunizations Given: 3 to 2 people
3. *Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
- Social Media Strategy: Measles, ISU Extension Day Camp, Memorial Day, Family Fishing Event Flyer, Family Movie Night, Senior Movie, Parade Photos, RV, 5 Loaves, Supper with Superheroes, Nurses Day, Suicide Awareness, Lyme Disease Awareness, Law Enforcement Appreciation
  - Posts: 25
  - Coffee Talks: 6 scheduled, 42 attendees at 6 sites
4. *Strengthen, support, and mobilize communities and partnerships to improve health*
- Public Health Emergency Preparedness Exercise was completed
  - Maternal Health: 0 visits provided
  - Nest: May topic was Breastfeeding. 15 attended.
  - SKIP: Meeting May 22, discussed future events . There were 0 Facebook posts.
  - NEI3A/COA: Meeting was held June 17<sup>th</sup> – no report.
  - First Aid Training is scheduled in August for Clearline Cutlery - Claire will be teaching this class.
  - Head Start Contract – Claire will be trained/fingerprinted for this contracted service.
5. *Create, champion, and implement policies, plans, and laws that impact health*
6. *Utilize legal and regulatory actions designed to improve and protect the public's health*
- PHEP: Stop the Bleed Training provided to STC school district (5/7 – 18 attendees; 5/16 – 7 attendees; 5/21 – 10 attendees, 05/22 – 6 attendees, 05/28 – 3 attendees, 5/29 – 3 attendees). Tammy, Mike and Ellen Waterbury did the training.
  - JIS (6/3) was attended by Jolynn
  - PHEP Exercise was held 5/15. Those in attendance at our office were: Ryan Goodenbour, Tama County EMA; Mike Jackley, Tama County IT; David Turner, Tama County Supervisor; Dann Larmore, Sunrise Hill Care & Rehab Center; Andrea Morris, State Hygienic Lab; and Jolynn and Lori.
7. *Assure and effective system that enables access to the individual services and care need to be health*
- Foot Clinics (6 clinics – 30 attendees)
  - 2 Blood Pressure Clinics in May
  - Home Health: 19 referrals received, 9 were admitted. 47% of referrals admitted. (1 remained in the Nursing Home, 2 couldn't be located, 1 was not Homebound, 4 refused, and 2 didn't call back)
  - Supper with Superheroes was held on 05/15. 288 burgers were served and had several in line for burgers when we ran out. Chips and bottles of water were also served. Thank you cards made by the Daycare and STC Elementary Students were given to EMS/Ambulance, Fire Departments, and Police Departments as well as a donated plate of cookies. Families could also tour the RV and have their blood pressure checked. They were also able to interact with the local EMS, Fire and Police Officers. Wonder Woman and Spider Man also made an appearance. Burgers were donated by Iowa Premium and grilled by the Tama County Cattlemen. Pictures were posted on Facebook.

- Family Fishing Event was held 06/06 – 40 people attended. Burgers, chips and bottles of water were provided. Several fish were caught and released. Two little girls were so excited to go fishing that their mom bought them new fishing poles and they had to be put together for them. Burgers were donated by Iowa Premium and grilled by the Tama County Cattlemen. Pictures were posted on Facebook.

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

- Public Health Nurse position – was offered to one and she didn't accept it due to having to be on-call, the second person took a job closer to home, the 3<sup>rd</sup> rescinded her application due to our current pay scale being to low. Ran the ad again, 1 applicant applied, but didn't follow through with the required initial documents needed. No other applicants have applied. Decided to wait until Stacy started to determine plan of action/other options. The Nurses have all taken on different aspects of the Public Health Nurse position in the interim. Immunizations are being done by Claire and Beth (Missy assisting with this); Dog Bites are Claire and Beth; Head Start physicals will be done by Claire; TB Meds by Beth and Claire; Foot Clinics – Kelly (Mel has/will assist with this); Communicable Disease Follow-up – Beth, Claire, Lori and Jolynn; Condom dispensing – Aides; Coffee Talks – all RN's (Mel has/will assist with this); and First Aid – Claire.
- Environmental Health Officer evaluation was completed by the BOH

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

- QAPI: 1 meeting was held with the RN's to review Case Manager's audit results. Drafted a list of questions being compiled for Annette Lee's July 9<sup>th</sup> audit/training with nursing staff.

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

- Tammy Schuett assisted with Supper with Superheroes night and Foot Clinics.
- Mel Blocker filled in with Coffee Talks, Foot Clinics, and patient visits.
- Next Department Head Meeting is June 30<sup>th</sup>.
- Medicaid Revalidation Information – desk review will be done instead of onsite review, due to the number of clients we currently serve that have waivers for their payers.
- The RV and County Car were in the Corn Carnival Parade. Staff members handed out candy and COVID items we had on hand with a message in them about Emergency Preparedness.
- Worked with Kelly Rooney-Kozak regarding immunizations for 7<sup>th</sup> grade benchmark, Report was ran. Prepared News Release for HPV vaccine. Follow-up letter regarding immunizations that are needed for 7<sup>th</sup> graders was sent out. She reviewed other avenues to promote vaccines, i.e.: Back to School Nights and giving immunizations while there.
- Glaxo Smith Kline representative stopped to our office to review our flu vaccine remaining stock and discuss options for next flu season. Added Missy as a user on this account to do ordering for next season.
- Prepared News Release regarding Measles and submitted it to the local paper.
- The Garwin Library has requested more Coffee Talks
- SKIP Grad Kits were given to 5 students.

Most Popular Facebook was the post about Nurses Day.

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

**Financial Report:**

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

CSS will be installing our new senasphone next week. This was recommended by the IT Director as a back up plan for our Vaccine Refrigerator.

Laura Wilson, Zoning Director and Weed Commissioner, will be moving into Claire's old office next week.

Micki Ferris moved to approve the Financial Report. Sally Custer seconded. Motion carried unanimously.

**New Business**

- A. Micki Ferris moved to Approve & Authorize Interim CEO/Executive Director to sign Subscription Plan Renewal with LTE Cellular Modem with Battery Backup - \$299.40/ year. Sally Custer seconded. Motion carried unanimously.
- B. Sally Custer moved to Approve & Authorize Interim CEO/Executive Director to sign HeadStart Contract with MICA. Micki Ferris seconded. Motion carried unanimously.
- C. Micki Ferris moved to Approve & Authorize Interim CEO/Executive Director to sign Contract #5884BT186, Amendment #7 for Influenza A/H5N1 Response in the amount of \$6,000. Sally Custer seconded. Motion carried unanimously.
- D. Micki Ferris moved to Approve & Authorize Interim CEO/Executive Director to sign FY 26 Private Well Grant. Sally Custer seconded. Motion carried unanimously.
- E. Sally Custer moved to Approve & Authorize Interim CEO/Executive Director to sign Gold Level Maintenance Agreement Cost Per Copy Agreement with Forbes, switching from 2 year contracts to yearly contracts. Micki Ferris seconded. Motion carried unanimously.
- F. Sally Custer moved to Approve the Revision of Attachment C – Organizational Chart – listing Stacy Koeppen as the CEO/Executive Director, Lori Johnson as the Assistant Director/CFO, and Jolynn Harger as the Executive/Fiscal Assistant, effective 07/01/25. Micki Ferris seconded. Motion carried unanimously.
- G. Micki Ferris moved to Approve the Board of Health Chair to sign Attachment D – Administrative Duties for TCPH&HC listing Stacy Koeppen as CEO/Executive Director and Lori Johnson as Assistant Director/CFO, effective 07/01/25. Sally Custer seconded. Motion carried unanimously.
- H. Micki Ferris moved to Approve CEO/Executive Director, Stacy Koeppen to sign Attachment E – Delegation of Agency Financial Activities. Sally Custer seconded. Motion carried unanimously.
- I. Sally Custer moved to Approve Stacy Koeppen to act as Board of Health Signatory for all State Grants and Contracts, effective 07/01/25. Sherri Vesley seconded. Motion carried unanimously.
- J. Micki Ferris moved to Approve & Authorize Request to Modify the State of Iowa Grants, naming Stacy Koeppen as the Project Director, effective 07/01/25. Sally Custer seconded. Motion carried unanimously.
- K. Sally Custer moved to Approve & Authorize Interim CEO/Executive Director to sign 28#-2023-PTT-04 between Iowa Department of Inspection, Appeals & Licensing and Tama County Public Health & Home Care Agreement for Pool, Spas, & Tattoo Inspections for Tama County. Micki Ferris second. Motion carried unanimously.

Micki Ferris left the Board meeting at 1:00 p.m.

- L. Sally Custer moved to Approve the Finance Committee Recommendation to increase the Foot Clinic suggested donation amount from \$10 to \$20. Sherri Vesely seconded. Motion carried unanimously.
- M. Discussion was held about servicing patients that reside outside of Tama County. Lori shared that we have received several referrals for patients that live outside of Tama County. In the past we have provided services to a few patients outside County lines, but this has happened rarely. They have been patients that had insurance. Right now we have a low census and this would help bring in more revenue and provide patients for staff to see instead of taking low census. This could be approved on a case by case basis. We would not see patients that did not have insurance. We would give priority to Tama County residents. Comments were made by Sally Custer and Sherri Vesely stating that we should keep our services in the County. Sherry Parks that with the money situation that the County has been in she feels that we shouldn't sit around and wait for in County referrals, and we should do as much for profit as we can. Motion by Sherri Vesely to NOT provide services outside of Tama County. Sally Custer seconded. Motion passed by majority of Board members present.

**Correspondence:** The Healthy Child Care Iowa Snapshot 2024 and Community Partnership Grant from Pathways was included in Board member packets.

**Public Comment:** None.

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

The meeting adjourned at 1:20 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant

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