

BOARD OF HEALTH MINUTES

TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday December 8, 2025 – 12:00 P.M.
Meeting held at Tama County Annex Building and via Zoom

Members Present:	Micki Ferris Lori Johnson Sally Custer	Sherry Parks – via Zoom Jolynn Harger Stacy Koeppen	Chris Behrens Sherri Vesely
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Members Absent: Casey Schmidt Curt Hilmer

The meeting was called to order by Sherry Parks, Chairman at 12:04 p.m.

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

Micki Ferris moved to accept the Minutes of the October 24, 2025 meeting as presented. Sally Custer seconded, Motion carried unanimously.

Reports:

Environmental Report:

Chris informed the Board that he has been busy due to the nicer weather. There were seven septic installations completed, along with several time-of-transfer inspections. Chris also addressed questions from Board members regarding the water test results included in his report.

Director's Report - 10 Essential Public Health Services Framework - Stacy Koeppen

- 1. Assess and monitor population health status, factors that influence health and community needs and assets.**
 - A continued issue in Tama County is food insecurity.
 - i. Food Pantry: Mobile food pantry continues monthly in Tama.
 - ii. 5 Loaves Community Meal is held every Thursday at the Tama Civic Center from 4:30 – 6 p.m. The highest night so far was when they served 316 meals.
 - iii. South Tama County Food Pantry continues to serve the area.
 - iv. North Tama Food Pantry and Chrisitan Hands Across Traer (CHAT) serves Traer area.
 - v. Northwest Tama County Food Pantry serves Gladbrook.
 - vi. Meskwaki Senior Food Pantry serves Meskwaki.
 - We had 2 flu shot clinics scheduled in October that utilized the RV for. These were both promoting the Avian Flu Grant.
 - We had our Quilts of Valor reception for some of our patients that are Veterans that were recognized for their service in November. We had over 50 people attend the event.
- 2. Investigate, diagnose, and address health problems and hazards affecting the population.**
 - Communicable Disease Investigations: 1 E. Coli, 1 Hepatitis B
 - Active & Latent TB Cases: 2 latent.
 - Animal Bites: 2 dog bites in October and 3 dog bites in November.
 - Immunizations Given: 43 total for the month of October (30 employee/family, 1 EMS, 1 PT, 10 Avian Flu Grant, 1 VFC) and 4 total for the month of November (3 VFA, 1 VFC).
- 3. Communicate effectively to inform and educate people about health, factors that influence it and how to improve it.**
 - Social Media Strategy: Facebook Engagement increased 61% in October and November. The most popular post was in October was on 10/22 about Parainfluenza, 10/31 Staff Halloween Costumes,

and in November it was 11/6 Quilts of Valor honoring our Veterans. There are 3,014 followers. There were 44 posts in October and 35 posts in November.

- Coffee Talks: In October 3 scheduled; 9 attended. In November 4 scheduled; 24 attended.

4. Strengthen, support and mobilize communities and partnerships to improve health.

- Maternal Health: 2 visits provided in October and 2 visits in November.
- Maternal & Child Health: October topic was What is too much screen time; 10 attended. November topic was Safe Sleep/SIDS/SUID; 10 attended
- SKIP: Met 10/23/25
- NEI3A/COA: Met 10/21/25 Lori & Stacy attended
- EH Webinar: Chris & Stacy attended on 11/20.
- Essential Services Advisory Council Meeting 11/20-Lori and Stacy attended.
- Head Start Contract – 0 Children seen
- Gloria and Stacy attended Maternal Health Symposium-Empowering Change: Advancing Maternal Health Together on 10/29 & 10/30.
- Stacy and Missy attended the Iowa VFC Webinar on 11/19.
- Stacy and Gloria met with the ISU extension office on 10/28.
- Stacy & Lori met with Ryan Goodenbour the Emergency Management Coordinator to partner for emergency preparedness planning on 11/19.

5. Create, champion and implement policies, plans and laws that impact health.

- 3 Flu Shot clinics scheduled for Farm Workers, Tama County employees, and their family members in October.
- Gloria, Lori, & Stacy met with the Wellmark Foundation to discuss possible grant/funding opportunities for Maternal Health patients on 11/14.
- Stacy & Lori met with a rep from Unite Us on 11/21.
- We've been accepting walk-ins for flu shots.

6. Utilize legal and regulatory actions designed to improve and protect public's health.

- JIS 11/18 was attended by Stacy & Lori
- CIHCC Meetings on 10/23 & 11/20, Stacy and Lori attended
- Lori attended the Region 1 Contractor Meeting on 10/31.
- Lori and Stacy attended the Public Health Office Hours Zoom Meeting on 11/4.
- Stacy attended the Iowa Annual Respiratory Virus Surveillance Webinar for the 25-26 Influenza Season on 11/5.
- Stacy and Lori attended the CHA & CHIP Quarterly Meeting on 11/13.
- Stacy attended the BOH & BOS Onsite Wastewater Training on 11/12.
- Stacy and Lori attended the BOS/HR meeting on 11/25.

7. Assure an effective system that enables access to the individual services and care needed to be healthy.

- Foot Clinics: 5 clinics – 22 clients for October. 6 clinics – 38 clients in November
- Home Health: 27 Referrals, 17 admitted. 63% of referrals were admitted. (2 refused services, 2 placed in nursing home, 1 was not homebound, 1 chose another agency, and 4 were Hospitalized) for October. November numbers are still pending.
- Stacy and Lori met with our MatrixCare representative and later attended a demonstration for software advancements on 11/25.
- We're advertising in the Farm Bureau Spokesman with funding from the Avian Flu Grant.
- We did not get the grant through Thiesen's to help build handicap ramps, install grab bars, and obtain other DME for Tama County residents.

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

- Applied for the More Options for Maternal Support (MOMs) grant for adding more options for services to the Maternal Child program we currently have.
- Gloria is attending the grant funded 17-week Public Health Essentials Training Course through Cornell University.
- We're working on getting more staff members trained to be instructors for STB and CPR.

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

- QAPI: Processes are being reviewed. Lori and Stacy met with MatrixCare (our documentation company) and are looking into adding a software program pending cost. It was discovered that we are needing to improve our current processes for Quality Improvement.
- Policies are being updated. Will be scheduling an Advisory Board meeting soon.

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

- Gloria has taken over the foot clinics until the PRN HCA is trained and able to assist.
- We continue to have a Home Care Aide that is off on FMLA.
- We have a spot at Jolly Lights at the Heights that was purchased with ARF grant funds.
- Lori accepted several quilt donations on 11/10 from Ripley United Church of Christ in Traer that was a donation specific to Veterans.
- The new coder has started and is training.
- The Cost Report was submitted on 11/24.
- Stacy assisted UnityPoint Marshalltown with the 2026 Geographical Risk Assessment 11/21.
- The BOS are installing a new phone system. PH is scheduled for Wednesday at this time.

Waiver: October: One patient was served under the Frail and Elderly Waiver. There were 2 Maternal Health Home visits in October.

Financial Report:

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

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

New Business

A. Discussion of Contracts Signed

1. One-Time Equipment Offer with Verizon for new iPads (11/17/25)
2. Annual Payment Update Notification with Wellmark (viewed and submitted 11/27/25)
3. Tama 0049 Iowa DIAL – Tattoo & Swimming Pool Inspections (10/28/25)
4. Affiliation Agreement with the University of Iowa (10/30/25)
5. VGM Agreement for Online Continuing Education (11/18/25)

Sherry Vesely moved to formally approve the contracts that had already been signed. Sally Custer seconded. Motion carried unanimously.

B. County Cars/Winter Weather

Stacy informed the Board that there have been complaints regarding county vehicles occupying parking spaces at a local business when they are moved for snow removal. She asked for the Board of Health's thoughts on allowing staff to take county vehicles home. This would require employees to track mileage for tax purposes.

Micki Ferris asked whether employees would want that benefit, if insurance costs would increase, and about the additional mileage that would be placed on the vehicles. Much discussion followed. Sherry Parks noted that this had been allowed in the past and caused issues.

The consensus of the Board was that it would be easier to continue moving the vehicles for snow removal rather than allowing county vehicles to be taken home by employees.

C. Approve Finance Committee Recommendations

The Board members reviewed the proposed Budget Worksheet included in the packet. Lori reviewed the areas showing increases.

The Sanitarian portion of the budget is increasing due to Chris being due for a wage increase, along with increases to FICA, IPERS, postage, and his county vehicle expenses.

The Nursing side of the budget increased due to the addition of the Public/Maternal Health Nurse and the Coder positions, which also increased FICA and IPERS costs. Health insurance costs are projected to increase by 8%.

Lori budgeted \$60,000 for county vehicles; however, this amount could be reduced if a budget cut is needed.

Discussion was held regarding increasing Chris's hours. Chris stated that he feels Tama County is very lean on Environmental Health hours and does not offer some services that other counties provide. Micki Ferris stated that the Board would like to retain Chris if possible, as they enjoy working with him.

After reviewing the RN staffing ratio, it was decided to eliminate the HCA Supervisor role and have that RN transition to a full-time Home Health RN position. This was determined to be the easiest solution and eliminates the \$1.00 per hour wage increase associated with the supervisor position. Chapter 80 does not require this role to be filled by an RN. Micki Ferris asked whether the employee had been informed of the change. Stacy stated that the employee had not yet been informed, as Board of Health approval was needed before making the change.

Stacy also noted that this change would allow the Clinical Manager to spend more time in the office performing her duties and reduce the number of patient visits she would need to complete.

Micki Ferris asked when the changes would go into effect. Stacy stated that the Finance Committee recommended the changes be effective January 1.

Sherry Parks stated that the Finance Committee had already reviewed the budget in detail. Sally Custer moved to approve the Finance Committee's recommendations with the proposed budget. Micki Ferris seconded the motion. Motion carried unanimously.

Correspondence: None

Public Comment: Sherri Vesley informed the Board that she is a member of the Elks, which offers a grant to assist homeless or low-income individuals with needed items. She stated that she can send the referral forms to the RNs so they may submit referrals if they are aware of individuals who could benefit from this assistance.

Future Meeting Dates: The next Board of Health meeting will be held on Monday, January 26, 2026 at Noon.

The meeting adjourned at 1:01 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant