

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

Thursday, April 16th – 12:00 P.M.
Meeting held at Tama County Annex Building and via Zoom

Members Present:	Micki Ferris	Sherry Parks - via Zoom	Laura Wilson – via Zoom
	Lori Johnson	Jolynn Harger	Missy Massengale
	Sally Custer	Stacy Koeppen	Kelly Purk
	Sherri Vesely	Beth Eberle	LeeAnna Kriegel
	Richard Arp		

Members Absent: Curt Hilmer Chris Behrens

The meeting was called to order by Sherry Parks, Chairman at 12:02 p.m.

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

Discussion/Action for Decertification Budget Options

At the April 13th Board of Supervisors meeting, it was indicated that the Medicare Certification budget may not be approved in its current form, while the overall tax levy would remain unchanged. The Board of Supervisors also requested that Public Health be placed on the Agenda for the following week.

The purpose of this meeting is to present two budget options for consideration and vote. One of these options will then be selected to present to the Board of Supervisors.

Option 1 Decertification Budget from 4/2/26 includes:

- Decertification Transition Plan
- Decertified Home Health Budget
- Public Health Budget
- Income-County Taxes for Decertified Home Health Budget and Public Health Budget

This option includes:

- Current staff wages + 3% wage increases for all staff
- Environmental Health Officer – 30 hours a week at lower wage amount
- Director position is 80% to Public Health and 20% to Home Health
- Director’s wage included annual sick leave conversion payment (accumulated 800 hrs of sick leave) (\$1161.36)
- 2 full-time home health nurses
- 1 part-time Public Health nurse at 30 hours/week
- 1 PRN home health nurse (274 hours)
- Executive Assistant (HH)
- Office Assistant (PH)
- Home Care Aides – 1 PH & 1 HH
- Home Helper (PH)

Total Home Health Budget = \$597,867; Projected Revenue = \$314,565.08

Public Health Budget = \$578,354; Projected Revenue = \$217,010.18

Total Budget = \$1,176,221; Total Revenue = \$531,575.26; Total County Tax Asking = \$644,645.74 (They were allowing \$300,000 for Public Health & \$200,000 for Home Health).

Total remaining County Tax Asking = \$144,645.74

Option 2 Decertification Budget from 4/15/26

- Decertified Home Health Budget

- Public Health Budget
- Income-County Taxes for Decertified Home Health Budget and Public Health Budget

This option includes:

- Current staff wages, no 3% wage increases
- Environmental Health Officer – 17.25 hours a week (897 for year) at current wage amount (his hours may increase due to new regulations).
- Director position is 80% to Public Health and 20% to Home Health
- Director’s wage eliminated annual sick leave conversion payment (accumulated 800 hrs of sick leave) (\$1161.36) and reduced pay an additional amount of \$673 to make total wages less than \$100,000.
- 1 RN wages split 70% to Public Health and 30% to Home Health
- Eliminated the part-time Public Health Nurse
- 1 full-time home health nurses + 30% of 2nd RN to Home Health
- 1 PRN home health nurse (274 hours)
- Executive Assistant (HH)
- Office Assistant (PH)
- Home Care Aides – 1 PH & 1 HH
- Home Helper (PH)

These adjustments also reduced FICA & IPERS amounts.

Expenses reduced:

- iPad expenses from:
 - 0001-23-3400-000-41400 – HHA Telephone Expense line in the Public Health Budget (\$432)
 - 0001-23-3040-000-41400 – Admin Telephone Expense line in the Home Health Budget (\$1296)
 - 0001-230-3400-000-41400 – HHA Telephone Expense line in the Home Health Budget (\$432)
- Other Expenses reduced:
 - 0001-23-3040-000-44400 – Office/Data Processing Equipment (\$4520.04 SHP Software; \$1382.40 MatrixCare Software tied to SHP)

Additional Revenue to Public Health Budget:

- Foot Care Clinics - \$4,800 (performed by aide & RN)
- Increase in Public Health Emergency Preparedness Funding - \$13,000

Total Home Health Budget = \$503,927; Projected Revenue = \$314,565.08
 Public Health Budget = \$551,608; Projected Revenue = \$234,810.18

Total Budget = \$1,055,535; Total Revenue = \$549,375.26; Total County Tax Asking = \$506,159.74. (They were allowing \$300,000 for Public Health & \$200,000 for Home Health).

Total remaining County Tax Asking = \$6,159.74

Micki Ferris stated that there are a significant number of figures to review and noted that the Board has been evaluating multiple financial scenarios over the past several weeks. Discussion followed, with concerns raised about ensuring that Tama County residents in need of services continue to be adequately served.

Stacy Koeppen confirmed that, under the proposed plan, county-funded individuals would continue to be covered. She explained that Medicare and privately insured patients could be served by other agencies, while this plan would focus on individuals without insurance as well as Veterans Affairs (VA) patients.

LeeAnna Kriegel acknowledged that implementation of this plan would require substantial effort. She emphasized the importance of maintaining sufficient staff to support office operations and noted that the plan would retain the remaining staff. When asked about staffing needs, LeeAnna stated that all remaining staff would be necessary to successfully implement and operate the new plan.

It was noted that a job posting for the Director position has not yet been released due to uncertainty regarding the direction of the role—specifically whether it would be structured as a Home Health Administrator or a Public

Health Director position. Sally Custer inquired about Lori Johnson's role within the new organizational structure. Lori responded that if the position were modified to not require an RN license, she would qualify for the role.

A suggestion was made to change LeeAnna's title from Clinical Manager to Director of Nursing.

Richard Arp raised questions regarding Chris Behrens' hours and salary. It was also noted that Chris may require additional hours due to new state regulations.

Richard Arp expressed support for Option 2 but proposed including a 3% wage increase for staff rather than eliminating it. He noted that while employees had been willing to forgo an increase, other county employees are receiving a 3% wage increase, and he believed the Board of Supervisors would support this. Lori provided an estimate indicating that a 3% wage increase for all staff would add approximately \$17,801 to the budget.

Discussion was held regarding the possibility of presenting a separate budget without the 3% increase. Ultimately, the Board of Health decided to present only the adjusted budget including the 3% wage increase, aligning with increases provided to other county employees.

Micki Ferris made a motion to decertify as a Medicare Home Health Agency. Sally Custer seconded the motion. Motion carried unanimously.

Richard Arp made a motion to approve Option 2 with the addition of a 3% wage increase for staff and to forward the adjusted budget to the Board of Supervisors. Sally Custer seconded the motion. Motion carried unanimously.

The meeting adjourned at 12:54 P.M.

Respectfully Submitted,
Jolynn Harger, Executive/Financial Assistant