

MONONA COUNTY BOARD OF HEALTH Date: January 17, 2011

Meeting called By	Lorna McNeill, Vice-Chair				
Type of Meeting	___X___ Regular ___ ___ Special Session ___ ___ Telephone Conference				
Email Notifications					
Facilitator	June DeLashmutt, Administrator				
Note Taker Signature	Danelle Riley, Adm. Asst.				
Resource Persons	Danelle Riley, Adm. Asst.				
Attendees	Lorna McNeill	Dr. Mary Groda-Lewis	Teresa Butler	V. Eugene Hamman	
Visitors that added to discussion Only	James Jensen, Monona County Bd of Supervisors				

Meeting Agenda Topics

Topic	Election of Officers
Discussion	The two new board members were introduced and there was discussion regarding the need to elect officers.
Action Taken	Lorna nominated Kathy Bonnes for Chair. Dr. Groda-Lewis nominated Lorna for Vice-Chair.
Moved By	Lorna moved to elect Kathy as Chair.
Seconded By	Teresa Butler
Moved By	Dr. Groda-Lewis moved to elect Lorna as Vice-Chair.
Seconded By	Eugene Hamman

Topic	Annual Confidentiality Statement and the Conflict of Interest Disclosure Statement.
Action Taken	All members present signed and turned in the Annual Confidentiality Statement and the Conflict of Interest Disclosure Statement to be placed in the Administrative Policy Manual.
Responsible Person	Danelle Riley
Deadline	ASAP

Topic	CMS 855A Medicare Enrollment
Presenter	June
Discussion	It was explained that because the agency runs a Medicare Certified Home Health Agency it is necessary to submit the CMS 855A Medicare Enrollment form whenever the members of our governing board change.
Action Taken	The new members turned in their identifying information to submitted. Danelle will complete CMS 855A form and have the new board chair sign Authorized Official form..
Responsible Person	Danelle
Deadline	March 31, 2011

Topic	Minutes of November 9, 2010 meeting.
Discussion or changes	Lorna pointed out that the minutes said Ed Maier had called the meeting to order, when in fact, he was not present and she had called the meeting to order.
Moved By	Lorna moved to approve the minutes with this correction.
Seconded By	Dr. Groda-Lewis

Topic	Annual Program Evaluations and SWOT
Presenter	June
Discussion	Discussion was continued from last meeting. June read a Maternal Health case study that was an example of the difficulties involved in working with young mothers. There was short discussion of the Home Care programs in general and the Public Health programs in general related to required activities and funding. Discussion of the Childhood Lead Poisoning Prevention Program (CLPPP) related to environmental aspects of the Monona County Lead Ordinance
Conclusions	As many of the traditional funding sources for the agency dwindle, the board and the agency may need to do make some hard decisions as to what programs the agency will continue to provide. Reduction of the home care programs through decertification was discussed as a possible way to reduce the increasing agency deficit. There are several other home care agencies providing services to those clients in the county who have a payment source such as Medicare, Medicaid, Medicaid Waivers, Siouxland Aging funds, private insurance, etc.
Action Taken	None at this time. Further planning needed.

Topic	Presentation of Annual Report for FY'10
Presenter	June
Discussion	June reviewed the report with the board members. Many of the current statistics were in the Program Evaluations, but this report gives a whole agency overview, a narrative description of each of the service programs, and shows 3-4 years of statistics.

Topic	Financial Reports: Accounts Receivable and Reconciliation Report for Sept, Oct, Nov '10
Presenter	Danelle
Discussion	A copy of the report for each month was given to each board member. Danelle told the board that she would be glad to provide more detailed reports to anyone who would like to have them. One member commented that they liked the new report form.
Moved By	Dr. Groda-Lewis moved to accept the financial reports.
Seconded By	Lorna McNeill

Topic	Public Health FY11 Amended Budgets and FY12 Projected Budgets
Presenter	June
Discussion	June explained that the agency operates with deficit funding from the Board of Supervisors. The ever increasing health insurance costs contribute substantially to the agency deficit. The FY10 deficit was \$98,252 and the projections for FY11 and FY12 are higher. Even with these deficit rates the agency brought in revenue to cover 81% of the FY10 expenses and is projected to bring in 75% of FY11 expenses.
Conclusions	It is not known how long the county will fund these deficit amounts. Shows need for strategic planning.
Responsible Person	June and Danelle
Deadline	Due to county auditor ASAP
Moved By	Dr. Groda-Lewis moved to accept the public health budgets as presented.
Seconded By	Lorna McNeill

Topic	Environmental Health FY11 Amended Budgets and FY12 Projected budgets.
Presenter	June
Discussion	The board reviewed the Environmental Health budgets. The ever increasing health insurance costs contribute substantially to the department's deficit. The FY10 deficit was \$28,629 and the projections for FY11 and FY12 are higher. The department brought in revenue to cover 52% of the FY10 expenses and is projected to bring in 31% of FY11 expenses.
Conclusions	This is a one person department and there are not very many funding sources for the services provided.
Responsible Person	Sandy Bubke
Deadline	Due to county auditor asap
Moved By	Dr. Groda-Lewis moved to accept the environmental health budgets as presented.
Seconded By	Teresa Butler

Topic	Public Health Emergency Preparedness and Response
Presenter	June
Discussion	June explained that the Iowa Department of Public Health (IDPH) has offered the agency a No Cost Extension Contract in the amount of \$19,000 for emergency response activities completed during the dates of August 1, 10 – July 30, 11. This is a carryover of Federal H1N1 Funds from last year. The activities must enhance a minimum of 3 improvement actions based on improvements plans developed by the Contractor as a result of the fall 2009 H1N1 Response. June also reviewed the Public Health Emergency Preparedness Progress Report recently submitted to IDPH.
Conclusions	
Action Taken	Lorna McNeill, Vice-Chair and June DeLashmutt, Adm affixed their signatures to the contract.
Responsible Person	June and Danelle
Deadline	Due to IDPH asap

Topic	Childhood Lead Poisoning Prevention Program (CLPPP)
Presenter	June
Discussion	June reviewed the FY12 CLPPP Application with special attention to the Healthy Homes survey questions. The survey indicates that IDPH would like to see homes that are being investigated for lead hazards also receive Healthy Homes inspections. Sandy Bubke, Environmental Health Officer is a certified Healthy Homes Inspector for Monona County, however none of the sub-contracting agencies have anyone in their county qualified to perform the Healthy Homes Inspections. At this time the childhood lead poisoning prevention funding does not appear to be contingent on providing the Healthy Homes services.
Conclusions	The new board Chair will be asked to come to the agency office and sign the application for submission to IDPH.
Responsible Person	June and Danelle
Deadline	Due at IDPH February 1, 2011.

Topic	Essential Services Table
Presenter	June
Discussion	June handed out the current Essential Services Table and explained that this is how she quickly documents how the agency provides the 10 Essential Public Health Services to the residents of the county through the activities and services completed.

Topic	Next meeting date
Discussion	A majority of members present prefer Monday evenings for most meetings.
Conclusions	Monday, March 14, 2011 was set as the next meeting date. June and Danelle will contact board Chair to see if she is available March 14 th .
Action Taken	Meeting adjourned.