



Board of Health Meeting Minutes and Agenda

Public Health
Prevent. Promote. Protect.

3/26/2013
6:30 PM to 8:30 PM
Monona County Courthouse

Meeting called by: Kathleen Bonnes

Type of meeting: Board of Health

Note taker: Danelle Riley

Attendees: Kathleen Bonnes, Chair, Eugene Hamman, Vice-Chair, Teresa Butler, Dr. Mary Groda-Lewis, Julie Florian, Ken Johnson, Danelle Riley

Please read: 2/26/13 Meeting Minutes

Time Allocated	Agenda topics	
15 min	Board of Health Members	Kathleen Bonnes
5 min	Review & Approval of 2/26/13 Meeting Minutes	Kathleen Bonnes
10 min	RoxAnn Smith, Jackson Recovery/River Hills Recovery Center, Prevention & Education Specialist	RoxAnn Smith
10 min	Brent Saron, Harrison County Public Health Administrator and Julie Florian, Community Partner in Tobacco Control	Brent Saron, Julie Florian
10 min	Financial Reports FY13 Accounts Receivable & Reconciliation Reports	Danelle Riley
45 min	Program Reports	Ken Johnson
5 min	Schedule Next Meeting & Adjournment	Kathleen Bonnes

Special notes:

SEE MINUTES IN TABLE ON FOLLOWING PAGES

Board of Health Members		Kathleen Bonnes
Discussion: Board Members Planning Time		
Discussion regarding potential new board of health member. Of the three original board candidates, only one, Tim Jessen, is still available to fill the position. Tim was invited to attend this evening's meeting, but had previously scheduled an out-of-county event.		
Conclusions: Kathy Bonnes requested that we place a BOH member recruitment notice in community newspapers, and invite Tim Jessen to the next regularly scheduled board meeting on 5/28/2013.		
Action items: None	Person responsible: Ken Johnson	Deadline: 04/12/13
Review & Approval of 2/26/13 Meeting Minutes		Kathleen Bonnes
Discussion: The members received the 2/26/13 BOH Meeting Minutes for review prior to the meeting.		
Conclusions: The approved minutes will be posted on the Monona County Public Health Website (mononacountypublichealth.org) and on the IDPH Share Point electronic document system.		
Action items: <ul style="list-style-type: none"> • Eugene Hamman made a motion to approve the minutes • Seconded by Teresa Butler • Motion carried 	Person(s) responsible: <ul style="list-style-type: none"> • Danelle Riley • Laura Oliver 	Deadline: 04/09/13
Jackson/River Hill Recovery Centers		RoxAnn Smith
Discussion: RoxAnn called the public health office prior to the meeting to say she would not be able to attend tonight.		
Action items: Reschedule for 5/28/2013.	Person(s) responsible: Danelle Riley	04/09/13
Harrison County Public Health Community Partner in Tobacco Control		Julie Florian
Discussion: Julie provided an overview of Monona County tobacco use prevention and control activities for the past 10 years. The grant amount for Monona County has been \$10,000 per year.		
<ul style="list-style-type: none"> • Statistics regarding activities conducted and progress towards goals and objectives for FY12 and FY13 were presented in a document titled Monona County BOH Update. Julie provided information about Iowa's Smoke-Free Housing Registry Qualifications and Property Ranking System and the Quitline Iowa Fax Referral Form. Board members asked for new methods to reduce the current Monona County adult tobacco use prevalence rate of 19%. 		
Action items: <ul style="list-style-type: none"> • FY13-14 Monona County Tobacco Action Plan & contract. 	Person(s) responsible: Julie Florian	6/30/2013

Financial Reports FY13 Accounts Receivable & Reconciliation Reports Danelle Riley

Discussion: The December and January reports were presented.

- Year-to-Date Revenue received and deposited with the Monona County Treasurer by January 31, 2013: \$120,956.88
- Year-to-Date Expenses: \$181,465.35.
- Accounts Receivable balance, excluding Immunization Program charges for January services: \$71,646.69

Conclusions: 58.33% of FY13 completed; 51.71% of approved expense budget has been used; and, 81.55% of projected revenue has been received.

Action items: Approval of Financial Reports

- Motion made by Teresa Butler to approve
- Seconded by Dr. Mary Groda-Lewis
- Motion carried

Person responsible:

Danelle Riley

Deadline:

NA

Program Reports

MCPH Staff

Environmental Health: Sandy Bubke presented the YTD Grant Usage Report.

- Sandy Bubke presented a Monona County Septic Contractor License Program for the board’s approval. The program is needed because septic systems are being installed prior to inspections, and subsequently do not meet Iowa code. Dr. Groda-Lewis proposed the board be given until next meeting to review the ordinance. She suggested letting local contractors & community know that the Board of Health is considering adopting this ordinance and why it is needed. The other members agreed
- .The **Monona County Healthy Homes Coalition** is scheduled to meet April 17th. During the last year there have been several referrals of families in Onawa living in housing with no heat, no water, ceilings falling down, and various other unhealthy living conditions. The coalition is planning to review sample ordinances and building codes from other Iowa cities and counties. Sandy has contacted the cities in Monona County to find out how many landlords and rental properties are within their city limits.

Immunizations: A report of the School-Based tDap Immunization Clinics conducted in February and March was provided by Laura Oliver, Immunization Director. Ken informed the board that Family Medicine Clinic is receiving state IDPH Immunization “pass through” grant funding for:

- Implementing ‘patient recall’ for children who are not meeting their immunizations schedule
- IRIS data entry for all immunizations including adult immunizations.

Dr. Groda-Lewis asked if the agency has a contract with the Burgess Medical Clinic/Mapleton or the Horn Physician’s Clinic for the same activities. Ken explained that FMC is serving as the county pilot site, and it was expected that FY13-14 immunization grant funding would be used for other county primary care clinics.

Dr. Groda-Lewis wanted to know if there was funding for adult tDap. At this time there is not, but future Medicaid expansion in Iowa, resulting from the ACA, should help cover more adults.

Learning For Life:

- MCPH is participating in the Iowa Early Childhood Home Visiting Accreditation process. Accreditation will be required for continuance of funding.
- Harrison/Monona/Shelby Shared Services Model:
 - Standardized policies and procedures
 - Standardized documentation & reporting database
 - Shared Quality Supervisor. A job posting for the Quality Supervisor posted in mid-April or early May.
 - MCPH Grant Proposal (Shared Services Model) is due to the Harrison/Monona/Shelby Early Childhood Board by April 22, 2013.
- Brent Saron, Harrison County PH Administrator has resigned to accept a research grant-writing position at the University of Nebraska Medical Center, Omaha. Jennifer Muff, Shelby County PH Administrator is currently enrolled in ARNP degree program at Briar Cliff University, Sioux City, IA
- Opportunity: Collaborate with University of Iowa School of Public Health to develop a home visit/care coordination database.
- Opportunity: Medicaid (IME) support for: a) Technical assistance related to coordination of care b) Assess waiver opportunity to support county case management functions

Emergency Preparedness:

New state & federal funding requirements for hospitals and public health:

- Coalition Framework – including memorandums of understanding (MOU) – by June 30, 2013
- NIMS / Incident Command Framework – including identified roles and responsibilities – by December 31, 2013.
- Identified county partners by role and responsibilities – by December 13, 2013

In Monona County there is a need to improve the technology framework for county emergency preparedness. MCPH and Burgess Health Center (BHC) have a potential for \$30-\$40k in unspent Preparedness Grant funds that will have to go back to IDPH if not spent by June 30, 2013.

Coordinated planning is underway with the Sheriff's Department, the EMA, the Monona County IT Coordinator, Public Health, Burgess Health Center, Environmental Health, and the Communications Center to formulate a plan to use these funds for county-wide, prioritized IT/Communications upgrades.

Purpose:

- Assure prioritized IT purchases / 2 year project pro forma
- Stewardship of county tax dollars
- Standardized IT procurement
- Demonstrate compliance with state & Federal preparedness funding requirements (see above)
- Standardizing Monona County IT P&Ps (including security policies and mobile device management)
- Align with Monona County 911 Board requirements
- Plan for 802.11ac networking standard
- Review overall management and operations requirements for county departments

HCCMS-MCH/FP: Primary administrator of HCCMS, Crawford County, is reducing staff hours and may anticipate lay-offs. The HCCMS Family Health Services FFY 2013 First Quarter Report was presented to the board. The three primary Monona County services under this contract are,

- Family Planning-(monthly clinic at BHC) which has resulted in a 50% reduction of teen births since 2005
- Maternal Health – average of 1-2 clients per year – to be discontinued in Monona County October 1, 2013.
- Child Health (EPSDT) – Medical, Dental, Immunizations, Lead poisoning

Strategic Plan:

- Align public health and medical system (hospital & physicians) strategic plans
- Align strategic plans prioritized goals & objectives with the MCCA Annual Work Plan.
- Assess sustainable public health model

Mariannette Miller-Meeks, BSN, M.Ed., M.D., Director, Iowa department of Public Health has asked to visit Monona County to speak to the good work being accomplished in improving health.

Dental Access: April 5, 2013 Ken Johnson and Laura Oliver will meet with county dentists to discuss the following objectives:

- Identify key access barriers in the provision of oral health care to target populations.
- Explore alternative ways to address these barriers.
- Create opportunities for community members to join together in expanding access.
- Develop a sustainable action plan for implementing local oral health care access programs for the target populations.

Conclusions: A comprehensive planning assessment needs to be completed

Action items: Delta Dental Foundation Grant (for consulting work – planning assessment)

Person responsible:
Ken Johnson

Deadline:
5/6/2013

Schedule Next Meeting & Adjournment

Kathleen Bonnes

Discussion: Next meeting date using the agreed upon schedule of the 4th Tuesday of every other month would be May 28, 2013.

Teresa Butler won't be able to attend because the hospital board meeting is that night due to Memorial Day Holiday. All other members agreed to this date.

Action items:

- Eugene Hamman made a motion to adjourn at 8:15 p.m.
- Teresa Butler seconded
- Motion carried

Person responsible:

Deadline:

Respectfully Submitted,

Danelle Riley
Administrative Assistant,
Monona County Public Health

Date: BOH Approved 6-25-13