

Monona County Board of Health

MINUTES

X Regular Meeting ___ Special Meeting

October 17, 2016

5:30 p.m. – 7:30 p.m.

Onawa Public Library, 707 Iowa Ave., Onawa, IA 51040

BOH Members Present: Kathleen Bonnes, Chair; Sheri Joyner, Vice-Chair; Connie King, Jon Wimmer,

BOH Members Absent: Dr. Tracy Kahl, Mary Joan Dougherty, Jennifer Deen-resigned

MCPH Staff Present: Kristin Schmidt, Administrator; Danelle Riley, Asst. Administrator

Others Present: Diane Anderson, Regional Community Health Consultant, IDPH

I. Call to Order, Introductions – Kathleen Bonnes, Chair

II. Approval of Agenda for October 17, 2016

Jon Wimmer made a motion to approve the agenda for this meeting with no change. Connie King seconded. All in favor. Motion carried.

III. Approval of Minutes of the August 15, 2016 and September 6, 2016 meetings

Sheri Joyner made a motion to approve the minutes of the August 15, 2016 regular meeting and the September 6, 2016 special meeting. Connie King seconded. All in favor. Motion carried.

IV. Administrator Updates – Kristin Schmidt & Danelle Riley (informational only)

- a. Healthiest State Initiative Community Walk – October 5. After a very quick promotion by the Onawa Chamber of Commerce, approximately 30 people came out and walked at least 30 minutes to help move Iowa forward in the Healthiest State Initiative. Kristin, Danelle, and Cora from public health were among them.
- b. Herbs in the Hills Festival – September 25th. Danelle represented public health at this Sunday afternoon event at Peters Park in Rodney. In addition to promoting lead poisoning awareness, flu shots, and other public health initiatives, Danelle let attendees choose an herb to sample on popcorn as a healthier snack option. The event was sponsored by Monona County ISU Extension Service and there were several service organization partners that helped to make it a great event.

V. Environmental Health Program Updates – Kristin Schmidt

a. Iowa Cancer Consortium Safe Fun in the Sun Sunscreen Campaign Update (information only)

This is the final report that gives an overview of our ‘Safe Fun in the Sun’ sunscreen campaign where we received 3 large bottles of sunscreen and provided them throughout the community.

Our goal of the campaign: 1) raise awareness of the importance of wearing sunscreen and 2) provide sunscreen.

For campaign feedback: we reached out to the Mapleton and Onawa pool managers. We received very positive feedback. This is a grant that is offered annually so we may be able to apply again in FY17.

b. Grants to Counties Updated Policy (action required)

The policy has been revised to show that water tests for arsenic is now one of the tests covered by this grant. Kristin mentioned that Sandy Bubke has been promoting this in the local newspapers. She stated that there have been several arsenic tests done in Monona County since July 1, 2017, due to these promotions.

Connie King made a motion to approve the revised Grants to Counties Policy. Sheri Joyner seconded. All in favor. Motion carried.

c. Rodney Wastewater Disposal Non-Compliance Property Case Update and Close Case (action required)

Sandy Bubke, Monona County Environmental Health Manager, submitted the inspection report and requested that the Board of Health close this case based upon the compliance shown by the report and the pictures taken during the inspection.

Connie King made a motion to accept the inspection report as proof of compliance and close this case. Sheri Joyner seconded. All in favor. Motion carried.

d. Water Fluoridation Update and Letter (action required)

Kristin requested approval of the letter she drafted to the Mayor of Onawa to encourage the city to reinstate the addition of fluoride to the city's water supply. The board discussed their desire for the local dentists and medical doctors to also send letters to the City of Onawa requesting the reinstatement of this health benefit to the community.

Sheri Joyner made a motion to approve the letter be sent to the City of Onawa as presented. Jon Wimmer seconded. All in favor. Motion carried.

VI. Nursing Program Updates – Kristin Schmidt

a. Flu Season Prevention Press Release (information only)

Kristin reviewed the flu season prevention press release that talks about the benefits of receiving a flu shot and urges people to schedule their appointment. This press release was submitted to the local newspapers and also promoted on Facebook.

b. Epidemiology Case Investigation Policy (action required)

Kristin reviewed this policy with the board and explained that this policy was developed with the advice of the IDPH, Field Epidemiologist. These are the steps that are taken during a communicable disease case investigation and that the written policy helps our staff to follow the correct procedures during the investigation. This also fulfills one of the Public Health Emergency Preparedness capabilities for this year's PHEP/HPP Grant deliverables.

Jon Wimmer made a motion to approve the Epidemiology Case Investigation Policy. Connie King seconded. All in favor. Motion carried.

c. Epidemiology Outbreak Investigation Policy (action required)

Kristin reviewed this policy with the board and explained that this policy was developed with the advice of the IDPH, Field Epidemiologist. These are the steps that are taken during a communicable disease case outbreak investigation and that the written policy helps our staff to follow the correct procedures during the investigation. This also fulfills one of the Public Health Emergency Preparedness capabilities for this year's PHEP/HPP Grant deliverables.

Sheri Joyner made a motion to approve the Epidemiology Outbreak Investigation Policy. Connie King seconded. All in favor. Motion carried.

VII. Learning for Life Program Update – Kristin Schmidt

a. Learning for Life Parent Educator Position Filled (informational only)

Cora Fox is our new Learning for Life Program Parent Educator. She's compassionate and motivated and we feel she will be a great addition to our team. A press release was put in the local papers to share this information with the community and to in turn promote our program.

b. Learning for Life Program Recruitment (informational only)

Our goal is to continue to work with more families in Monona County. To do this, the LFL team has been working on recruitment by:

- Continuing to attend community events (i.e. Soldier Fun Fest, WIC clinic, etc.)
- Setting up appointments with preschools/head starts/school guidance counselors

c. Neighborhood Networking Grant Awarded (action required)

Again this year we applied for and received the Neighborhood Networking Grant. The contract amount is \$2,000. This year we are planning and hosting a 3-hour Nurtured Heart Approach community presentation event on Thursday, April 27, 2017 from 5:30-8:30pm at the West Monona Elementary. Supper and daycare will be provided. This presentation will help attendees to see how we mistakenly give kids the most passion and attention when they're acting negatively, versus when they're acting positively, and to help us learn tips of how to reinforce positive behavior not negative behavior. Intended audience: All community members, service organizations, teachers, daycare providers, medical providers, etc.

Connie King made a motion to approve the Neighborhood Networking Grant. Sheri Joyner seconded. All in favor. Motion carried.

d. Learning For Life Supervisor Assumed Previous Parent Educator Position Update (action required)

Kristin stated that since at the 6-20-2016 Board of Health meeting we didn't know how long Andrea Gibson was going to have to assume the vacant Parent Educator position, the meeting minutes weren't as precise as we can now make them so when Kristin met with the Board of Supervisor's recently, they asked her to have the Board of Health re-clarify and re-vote at the 10-17-2016 Board of Health meeting that the board members wanted Andrea's \$2 per hour temporary wage increase to go into effect July 1, 2016 and go through December 23, 2016. This \$2 per hour temporary wage increase changed Andrea's hourly wage from \$21.75 per hour to \$23.75 per hour. Starting December 24, 2016, Andrea's hourly wage will go back down to \$21.75 per hour.

Connie King made a motion to state that Andrea Gibson's \$2 per hour temporary wage increase went into effect July 1, 2016 and should continue through December 23, 2016. This \$2 per hour temporary wage increase changed Andrea's hourly wage from \$21.75 per hour to \$23.75 per hour. Starting December 24, 2016, Andrea's hourly wage will go back down to \$21.75 per hour. Jon Wimmer seconded. All in favor. Motion carried.

VIII. Public Health Emergency Preparedness Program Update – Kristin Schmidt (informational only)
FY18 Public Health Emergency Preparedness Program Regionalization

Starting July 1, 2017, IDPH is changing this grant to have each county work with a pre-determined region of other counties to develop their emergency preparedness plans together. The goal: IDPH wants Public Health, Hospital, EMA and EMS services to come together even more in the event of an emergency so we can more quickly care for the community and give them access to care. The 5 counties in our region have all been meeting periodically to discuss and plan together as we will be applying for this grant as a group.

IX. Board of Health Governance Policy – Kristin Schmidt

Discussion of seven member board versus a five member board. After much discussion of the pros and cons, it was decided not to ask the Board of Supervisors to consider changing to a five member Board of Health at this time.

X. Financial Reports – Danelle Riley (action required)

a. July 2016 Accounts Receivable and Reconciliation Report

b. August 2016 Accounts Receivable and Reconciliation Report

The July and August Accounts Receivable and Reconciliation Reports were provided in written form and Danelle Riley read the August report to the board. There was a discussion regarding uncollected accounts receivables from the previous fiscal year. Danelle explained that most public health programs have a certain amount of in-kind costs which are not billed to the grant because either the funding does not cover administrative activities or the funding has been claimed before the end of the fiscal year yet the program activities continue. However, those in-kind costs are not reflected in the Accounts Receivable reports because they are not a "charge" that needs to be collected.

Sheri Joyner made a motion to accept the financial reports as presented. Jon Wimmer seconded. All in favor. Motion carried.

XI. Next Meeting: Proposed next meeting date is Monday, December 19, 2016

XII. Jon Wimmer made a motion to adjourn. Connie King seconded. All in favor. Motion carried.
Meeting adjourned at 7:25 pm.

Respectfully submitted: *Danelle Riley*
Title: Administrative Assistant / Assistant Administrator

10/18/16