

Monona County Board of Health

Minutes

 X Regular Meeting Special Meeting

April 18, 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, Jennifer Deen.

BOH Members Absent: Mary Joan Dougherty, Jon Wimmer, Dr. Tracy Kahl

MCPH Staff Present: Kristin Schmidt, Administrator; Danelle Riley, Asst. Admin, Sandy Bubke Environmental Health Mgr

- I. Call to Order, Introductions** – Kathleen Bonnes, Chair called meeting to order at 5:38 pm.
- a. Introduce new Board of Health member, Jennifer Deen, Magic Depot Child Development Center Assistant Executive Director
- II. Approval of Agenda for April 18, 2016**
- Sheri Joyner made a motion to accept the agenda as presented. Kathleen Bonnes seconded. All in favor. Motion carried.**
- III. Approval of Minutes of February 22, 2016 meeting**
- Sheri Joyner made a motion to approve the minutes as presented. Connie King seconded. All in favor. Motion carried.**
- IV. Administrator Updates** – Kristin Schmidt (informational only)
- a. Discussion to change the reoccurring board of health meeting from the 4th Monday of every other month to a different Monday due to the room at the Onawa Library being reserved by another entity on the 2nd and 4th Mondays of every month. One member has a conflict on the 1st Monday of each month, so it was decided by general agreement to set the regular meeting to the 3rd Monday, every other month.
 - b. Kristin attended a meeting to discuss the Onawa community gardens. Burgess Health Center developed and maintained the Onawa Community Garden project in the summer of 2015. Volunteers built raised beds at the old West Monona Central elementary playground. Burgess Health Center has requested that some other entity take over the maintenance including registering users, collecting the fees, and providing compost dirt, a source of water, and some advice if requested. Monona County ISU Extension has agreed to take the lead on the project this year. Monona County Public Health will assist and advise as requested by ISU Extension.
 - c. Monona County healthcare directory booklet – Kristin showed the board the directory. It is a very good promotional item for Monona County’s health care providers and health infrastructure. Many of the articles in the booklet address the identified and selected health priorities from the Community Health Needs Assessment & Health Improvement Plan.
 - d. Monona County Public Health Facebook page. Kristin showed the page to the board members and relayed the importance of “liking” the posts on the page.
- V. Annual Forms for All Board of Health Members to Re-sign**– Kristin Schmidt (information only)
- a. Conflict of Interest Policy
 - b. Accountability and Transparency Policy

Jennifer Deen signed both policies and submitted to Kristin.

VI. Environmental Health Updates – Sandy Bubke (information only)

- a. **Quarterly Report** to the Board of Health for January through March Revenue. Revenue collected and deposited with the Treasurer was \$5,479.69.
- b. **IDPH Radon test kit report of results** – Sandy reported that 129 kits had been given out during January, February, and March and so far in April. Of those, 68 have been used to date with the average result for Monona County at 9.2 pCi/L. This is well above the Environmental Protection Agency's (EPA) action level of 4 pCi/L.
- c. **Quarterly Report of Permits Issued and Water Tests completed** – 168 permits, water tests, and other activities were completed this quarter.
- d. **Time Study Quarterly report** – shows percent of time put to the many varied activities of this position.

VII. Learning for Life Program Updates – Kristin Schmidt (information only)

- a. **Car seat safety technician certified** – Andrea Gibson, Learning For Life Supervisor attended a three day National Child Passenger Safety Certification Training and is now the only Certified Child Passenger Safety Technician in Monona County. This will benefit the community by helping to reduce injuries due to incorrect car seat insertion and the added family stress of not having the correct car seat for their child. Andrea will also do her best to enroll these families into our Learning for Life Program.
- b. **Family support supervisor certification training:** Kristin explained that Andrea supervises the six (6) other Parent Educators in Harrison, Monona, and Shelby Counties' LFL Programs. However, since she also carries a caseload of families of her own, the Parents as Teachers curriculum requires that she herself be supervised by a certified person. Currently we receive a D-CAT Contract that pays for a certified supervisor from Family Inc in Council Bluffs to supervise Andrea as a Parent Educator. This special contract will end June 30, 2016 so Kristin is in the process of taking this college level course through University of Iowa to become certified and to assume the contracted position. Upon completion she will be better able to mentor, assist, and supervise Andrea and the new Parent educator.
- c. **Update on hiring a new parent educator:** Amanda Maynard resigned in the middle of March. The position has been advertised in the local newspapers and on-line but we have not received many qualified applicants at this time. We will continue to advertise and the board members can help spread the word to anyone who they know that may be interested.
- d. **Family Fun and Safety day** – Will be held June 11th at the Mapleton City Park with a target audience of ages 1 – 11 and their parents. A bright promotional flyer is being printed and sent home in the back packs of the children at the end of the school year.

VIII. Family Planning Program Updates – Kristin Schmidt (information only)

- a. April is STD Awareness Month so information was posted to Facebook, our website, and printed in the newspapers to promote scheduling an STD test either with us or a local clinic.

IX. Childhood Lead Poisoning Prevention Program Updates – Danelle Riley (information only)

This is a 5 county grant that is shared with our HCCMS public health partners which are, Harrison County, Cass County, Crawford County, and Shelby County. Monona County holds the contract for the CLPPP grant and we sub-contract the medical case management and community education in each of the other four counties to the public health nurses in that county. This program has three components:

1. **Community education and outreach** to inform how to prevent lead poisoning and how to safely repair older homes that may have lead paint in them. This includes education to parents of young children, school staff, healthcare workers at any level, etc.
2. **Medical Case Management** for 1-on-1 education to families who have a lead poisoned child and case management to ensure that follow-up testing is done as recommended. Jessica Stangel, RN does this part at our agency and the other counties also have a lead case manager who does this activity.
3. **Environmental Inspections** in the homes of highly poisoned children to find out where they are being exposed to lead. These inspections are performed by an Elevated Blood Lead Inspector/Risk Assessor. Danelle Riley, with Monona County Public Health, is certified to do this and she does all of the environmental inspections in all of the 5 counties. She also provides environmental case management to each of the property owners and tenants until all of the lead hazards are repaired and the property is declared 'Lead Safe'.

In recent months, Danelle has provided Community education at the BURR Walk in January, to the MCPH staff at our March staffing, and to the staff and clients at the April WIC Clinic. She plans to attend the May and June WIC Clinics to do the same plus lead poisoning prevention information will be a priority at our Family Fun/Safety Day. MCPH also puts information about lead poisoning prevention in the packets that the Onawa City Chamber gives to new families that move to town. In March, Danelle attended a mandatory 3-year refresher course in Sioux City.

- X. Public Health Emergency Preparedness Program Updates – Kristin Schmidt (information only)**
- a. MCPH is hosting an advanced epidemiology training on May 11th at the Onawa Library. Lynne Smith, PHEP Manager, Jessica Stangel, RN PHN, Sandy Bubke, Environmental Health, Danelle Riley and Kristin Schmidt will attend so all these staff members can help out if a large outbreak requiring surveillance were to occur in Monona County. This will also help to reinforce the public health emergency infrastructure in our county.
 - b. The Monona County Emergency Preparedness Health Care Coalition (MCPH, Burgess Health Center, Environmental Health and Monona County Emergency Management) have prioritized the healthcare organizations which will be contacted to begin to work with them on their emergency plans and let them know what we will be able to do to assist and support them in the case of a disaster.

- XI. Financial Reports – Danelle Riley (action required)**
- a. January 2016 Accounts Receivable and Reconciliation Report
 - b. February 2016 Accounts Receivable and Reconciliation Report
- The January and February Accounts Receivable and Reconciliation Reports were provided in written form and Danelle Riley read the February report orally to the board.

Sheri Joyner made a motion to approve the financial reports as presented. Connie King seconded. All in favor. Motion carried.

XII. Next Meeting: Next regular meeting date is Monday, June 20, 2016.

XIII. Adjournment

Connie King made a motion to adjourn. Sheri Joyner seconded. All in favor. Motion carried. Meeting adjourned at 7:55pm

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

5/27/16