

# Monona County Board of Health

## MINUTES

  X   Regular Meeting             Special Meeting

August 25, 2015

5:30 p.m. – 7:30 p.m.

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

- I. Call to Order, Introductions** – Kathleen Bonnes, Chair called to order at 5:35 pm.  
**Members Present:** Kathleen Bonnes, Chair; Eugene Hamman, Vice-Chair; Tim Jessen; Sheri Joyner; Connie King-arrived at 5:45.  
**Members Absent:** Anne Livermore; Dr. Tracy Kahl  
**Public Health Staff Present:** Kristin Andre, Administrator; Danelle Riley, Assistant Administrator; Sandy Bubke, Environmental Health; Lynne Smith, Public Health Emergency Preparedness Manager
- II. Approval of Agenda for August 25, 2015:** Kristin stated that she would like to move the Grants to Counties topic after the Environmental Health update because Sandy’s daughter is having a baby tonight in Omaha and she would like to head down there as soon as possible.  
**Eugene Hamman made motion to revise the agenda with this change. Sheri Joyner seconded. All in favor. Motion carried.**
- III. Approval of Minutes of May 5, 2015 meeting.**  
**Tim Jessen made motion to approve the minutes of the May 5, 2015 meeting. Eugene Hamman seconded. All in favor. Motion carried.**  
Kristin let the board members know that Anne Livermore has resigned from the board of health.
- IV. Jackson Recovery Prevention Updates**– RoxAnn Smith, Prevention Specialist
- Jackson Recovery Center works under a grant from IDPH for gambling addiction.
  - Provided 10 hours of problem gambling community education in Monona County.
  - The center staffs the 1-800-Bets-Off line and receives crisis calls that are responded to within 24 hours by a trained clinician who provides support, education, and guidance.
  - Provide a free assessment to problem gamblers with treatment services provided on a sliding-fee scale.
  - Provide distance treatment when necessary through phone counseling using evidence –based curriculum processed by phone with a certified gambling clinician.
  - From July 2014-June 2015, 1 resident of Monona County received an evaluation and 17 hours of treatment through Jackson Recovery Center services.
- V. Grants to Counties** – Kristin Andre & Sandy Bubke
- Approve the Grants to Counties contract.
  - Approve the increase in reimbursements, to land owners, for well plugging, per the state contract. Sandy explained that IDPH has increased the reimbursement for well plugging, cistern plugging, and well reconstruction. Sandy explained that the board needs to approve an increase in the reimbursement to landowners in order to be able to pay them the increased rate.  
**Connie King made a motion to approve the FY16 Grants To Counties Contract and to approve the increase in reimbursements to land owners as per the state contract. Sheri Joyner seconded. All in favor. Motion carried.**
- VI. Environmental Health Updates** – Sandy Bubke (informational only)  
The following end of year and quarterly reports were sent with the meeting materials for the board to review.
- FY15 Year End Revenue Report
  - IDPH Grants To Counties 2015 Compliance Review Findings, all funds have been determined to have been used appropriately.
  - Permits Issued/Water Tests Completed in FY15
  - FY15 Time Study Report-indicates time spent on all activities

- e. Report of radon Grant-Radon Test Kits issued January 2015-April 2015
- f. City/County Health Departments/Tanning Report from IDPH
- g. Information on Biosecurity for Birds

**VII. Administrator Updates – Kristin Andre (informational only)**

- a. Public Health Emergency Preparedness Manager position hiring update  
Lynne Smith, MSHS, MSCC, started this position July 13, 2015. Lynne told the board a little bit about his work history which is mostly in the field of clinical counseling.
- b. Learning for Life Parent Educator position hiring update  
Amanda Maynard, started this position August 19, 2015, at this time she is at Parents As Teachers Foundational Training
- c. IFSTAN certificate award ceremony, was held August 11<sup>th</sup>, noon – 1:00 p.m., at the public health office. About 35-40 people came to support us, some of which were members of the Board of Health and the Board of Supervisors.

**VIII. Local Public Health Services Grant – Kristin Andre**

The FY16 IDPH Local Public Health Services Contract was sent with the meeting materials for review.

**Tim Jessen made a motion to approve the FY16 LPHs grant. Connie King seconded. All in favor. Motion carried.**

**IX. Harrison, Monona and Shelby Early Childhood Iowa Grant (HMS ECI) – Kristin Andre**

The HMS-ECI Contract was sent with the meeting materials for review.

**Tim Jessen made a motion to approve the FY16 HMS Early Childhood Iowa grant. Sher Joyner seconded. All in favor. Motion carried.**

**X. Emergency Preparedness Planning Grant– Kristin Andre**

The FY16 IDPH PHEP/HPP Contract was sent with the meeting materials for review.

**Connie King made a motion to approve the FY16 PHEP/HPP grant. Eugene Hamman seconded. All in favor. Motion carried.**

**XI. Emergency Preparedness Response Grant & Ebola Amendment – Kristin Andre**

The Public Health Emergency Response Grant & Ebola Amendment was sent with the meeting materials for review.

**Sheri Joyner made a motion to approve the Emergency Response Multi-Year Grant and amendment. Connie King seconded. All in favor. Motion carried.**

**XII. Childhood Lead Poisoning Prevention Grant – Kristin Andre**

The FY16 CLPPP multi-county contract was sent with the meeting materials for review.

**Tim Jessen made a motion to approve the FY16 CLPPP grant. Sheri Joyner Seconded. All in favor. Motion carried.**

**XIII. CBCAP Grant – Kristin Andre**

The application was presented and it was explained that this is one of the funding streams for our LFL Program. The contract will be presented for the board's approval at a future meeting.

**XIV. Financial Reports – Danelle Riley (action required)**

- a. April 2015 Accounts Receivable/Reconciliation Report
- b. May 2015 Accounts Receivable/Reconciliation Report
- c. June 2015 Accounts Receivable/Reconciliation Report
- d. FY 14 Accounts Receivable Write-off Report
- e. FY15 End of Year Balance Sheet

**Connie King made a motion to write off the FY14 accounts receivable balance of \$12,549.47. Sheri Joyner seconded. All in favor. Motion carried.**

**XV. Public Health Strategic Plan Mid Year Review – Kristin Andre**

Kristin reviewed the Strategic Plan Priorities, the objectives that have been met and working what the agency is currently working towards.

