

Monona County Board of Health

Minutes

Regular Meeting Special Meeting

November 12, 2013

6:30 p.m. – 8:15 p.m.

Monona County Public Health, 610 Iowa Ave., Onawa, IA 51040

I. Call to Order and Introductions

Kathleen Bonnes, Chair, called the meeting to order at 6:30 p.m.

Members Present	Kathleen Bonnes, Chair; June DeLashmutt; Tim Jessen; Connie King
Members Absent	Eugene Hamman; Teresa Butler
Staff Members Present	Ken Johnson, Administrator; Sandy Bubke, Environmental/Zoning Administrator; Laura Oliver, Immunization Director/PIO; Danelle Riley, Administrative Assistant
Others Present	Dr. Tracy Kahl; Ann Livermore

Quorum Present

II. Approval of Meeting Agenda

Revised agenda with new date was accepted.

III. Approval of Minutes

- IV. Kathy Bonnes asked for a motion to approve the Minutes of the August 27th meeting. **Tim Jessen moved to approve the minutes, Kathleen Bonnes seconded. Vote on motion. All eyes. Motion carried.** Agency staff will post the minutes to the IDPH Sharepoint site and the Monona County Public Health website within two weeks.

V. Public Comments

None noted.

VI. Old Business

Kathleen Bonnes and Ken Johnson reviewed the Administrative Policy previously adopted March 2013 by the board. This policy has been revised to reflect an increase in the number of Board of Health members from five (5) members to seven (7) members. The policy was also revised to add “delegated” in Line 5- Procedures; and, “Board appoints a qualified administrator...” in Line 2- Functions. Signatures required of board chair and administrator. Copy will be made available at the next regularly scheduled board meeting on 12/17/2013.

VII. Reports

A. Administrator Updates	<p>Ken Johnson provided the board members with a document describing Monona County's Community Health Needs Assessment (CHNA) process. June DeLashmutt asked when the next CHNA is due. Ken stated the reassessment is <i>due June 30, 2014.</i></p> <p><i>Other current projects in planning or underway include:</i></p> <ul style="list-style-type: none">• Monona County Walking, Biking, and Water Trails design project: Iowa State University is completing an analysis trails & water ways for the purpose of prioritizing activities intended to increase physical activity and address population health vulnerabilities.• ERASE (Alcohol and Tobacco Abuse Workgroup): Jackson Recovery will receive a one-year renewal of the SPF-SIG grant for FY 14-15 for the purpose of reducing alcohol abuse rates and tobacco use prevalence rates in Monona County.• Healthy Homes Project: A draft of the housing codes for Monona County was sent to the board members for review prior to this meeting. They will be discussed later in the agenda.• Immunizations: The adult influenza rates in Monona County are significantly improving ($\geq 89\%$) as a result of local physicians, Burgess Health Center and nursing homes entering adult immunizations encounters into the IRIS data base. Laura Oliver reported that she has requested 50 doses of Tdap vaccines from AmericaCares for adults with no insurance coverage.• Live Healthy Iowa: Burgess Health Center, West Monona Schools, Onawa Chamber of Commerce, and the Monona County Board of Supervisors have endorsed the Live Healthy Iowa 10-Week Challenge as a 'kick off' for work site wellness and health improvement activities.• Early Childhood and Chronic Care Coordination between service providers: Ken and Laura have been meeting with staff from Family Medicine Clinic, Burgess Health Center, Burgess Mental Health, and community pharmacies to strengthen collaboration and integration between health care providers for the purpose of improving the coordination of care.• Dental Care Access: Ken reported he is re-writing the grant request for school dental services in the HCCMS area of Harrison, Cass, Crawford, Monona and Shelby counties. The purpose of the grant resubmission is to expand the role of dentistry in the grant.• Learning For Life: Due to the resignation of Cristy Wright, Parent Educator, Andrea Gibson has been hired as a full time employee of Monona County. She will continue to conduct educator supervisory activities for Harrison, Monona, and Shelby Counties 24 hours per week, and provide 16 hours per week of LFL home visits. This change is projected to save approximately \$14,000 dollars in this year's budget, with overall improved operations.
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B. Finance/Budget	<p>Danelle Riley presented the July, August and September financial reports.</p> <ul style="list-style-type: none"> • Year-To-Date revenue received and deposited with County Treasurer by September 30, 2013, \$39,424.18. • Year-To-Date expenses \$118,149.15 • Year-To-Date Accounts Receivable balance \$63,699.24. Note: Charges for HHLPPP have not been calculated at this time, not included in Accounts Receivable amount at this time.
C. Program	<p>Environmental Health:</p> <ol style="list-style-type: none"> 1. Sandy Bubke presented the Monona County Septic Contractor License Agreement for the board's endorsement. June DeLashmutt suggested that the board endorse this agreement, all members present agreed. 2. Draft Healthy Housing Ordinances: Sandy Bubke facilitated the review of the Monona County Housing Ordinances (draft) which include new building codes and new rental housing codes. Following board comments & recommendations, Ken asked the board members to review the Abatement of Dangerous Buildings Codes after the meeting and to provide comment no later than Tuesday, November 19th. The Healthy Homes Committee, the Zoning Board, and the Board of Supervisors have also been given the opportunity to review and comment on the draft document.
D. Annual	N/A

VIII. New Business

Dr. Kahl provided a brief overview of her interest in serving on the Monona County Board of Health. She previously served on the Crawford County Board of Health. **Tim Jessen made a motion to request the board of supervisors appoint Dr. Kahl to the board of health. Connie King seconded. Vote on motion. All ayes. Motion carried.**

IX. Other

N/A

X. Next Meeting Date

The need for a December meeting to review budget proposals and revisions was discussed. It was decided to meet Tuesday, December 17, 2013 at 6:30 p.m. Kathleen Bonnes said she would call members to see if all would like to start the meeting at 5:30 p.m.

XI. Adjournment

Tim Jessen made a motion to adjourn. Kathleen Bonnes seconded. Vote on motion. All ayes. Motion carried. Meeting adjourned at 8:15 p.m.

Respectfully submitted: _____
Signature

Secretary _____
Date