

Chickasaw County Board of Health
September 8, 2021
Meeting Minutes

The Chickasaw County Board of Health met Wednesday, September 8, 2021, at the Chickasaw County Community Services Building. Cindy Shoemaker called the meeting to order at 5:00 p.m.

Present were members Cindy Shoemaker, Joan Knoll, Toni Friedrich.
Absent: Dan Carolan, and Jack Kline.

Guests present Lisa Welter RN, Administrator, Ann Knutson, RN, Assistant Administrator, Anita Eschweiler, BOH Secretary, Jason Byrne, BOS, Rick Holthaus, BOS, Penny Andorf, Env. Health Director, and Matt Kuhn, BOS.

Motion by Knoll, seconded by Friedrich to approve the agenda with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Carolan, Kline. Motion carried.

Motion by Friedrich, Seconded by Knoll to approve August 11, 2021, meeting minutes with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Carolan, Kline. Motion carried.

Environmental Health

Penny updated the board on agency activities for August. Penny reported 3 animal bites.

Penny presented the 28E agreement with the DNR. Motion by Knoll, seconded by Friedrich to approve the 28E agreement with DNR. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Home Health

Lisa Welter gave a monthly Home Health update. Census 90. Medicare 17. Medicaid 25. Referrals 18. Admissions 11. Discharges 16. Unbillable visits 9. Nurse visits 232. Aide visits 261. Homemaker visits 338. Welter informed the board that therapy and agency chart audits had been completed without issues. Lisa said the QAPI group met on August 3. They are going to focus on falls infections and injuries. Lisa reported no complaints. Lisa provided updated job descriptions for approval.

Public Health/Home Health Registered Nurse Job Description- Motion by Knoll, seconded by Friedrich to approve the Public Health/ Home Health Registered Nurse Job Description with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Business Manager Job Description - Motion by Friedrich, seconded by Knoll to approve the Business Manager Job Description. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Assistant Administrator/Home Care Clinical Manager Job Description-. Motion by Knoll, seconded by Friedrich to approve the Assistant Administrator/Home Care Clinical Manager Job Description. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Medical Secretary Job Description- Motion by Knoll, seconded by Friedrich to approve the Medical Secretary Job Description with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Administrative Assistant Job Description- Motion by Friedrich, seconded by Knoll to approve the Administrative Assistant Job Description. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Licensed Practical Nurse Job Description- Motion by Knoll, seconded by Friedrich to approve the Licensed Practical Nurse Job Description with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Immunization Clinical Nurse Coordinator Job Description- Motion by Knoll, seconded by Friedrich to approve the Immunization Clinical Nurse Coordinator Job Description with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Lisa presented the Emergency Preparedness Policy for approval. Motion by Knoll, seconded by Friedrich to approve the Emergency Preparedness Policy with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Business Operations

Monthly Claims

Lisa presented the US Cellular Bill for last month for approval. Public Health for \$441.11 and Environmental Health for \$44.05. The total bill of \$485.16. Motion by Knoll, seconded by Friedrich to approve the US Cellular Bill for Public Health for \$441.11, Environmental Health for \$44.05 for a total of \$485.16. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Cindy Shoemaker stated the claims for Public Health were \$2,338.29. The mileage claims for Public Health were \$2,510.68. The total claims for Public Health are \$4,848.97. The Environmental Health claims total is \$1,708.18. The total of both agencies is \$6,557.15. Motion by Knoll. Seconded by Friedrich to approve the claims as stated above. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Lisa updated the board on the current expenses and revenue. Lisa informed the board that last month's total expenses amount needed to be amended. The correct amount should be \$16,032.16. A motion by Knoll, seconded by Friedrich to approve to amend the expenses for \$16,032.16. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Public Health Programs

Covid-19 Update

Lisa reports 15 new cases since Friday. Three had already had the vaccine. We have 16 active cases in the county. Lisa said the 3rd shot is currently being given to those who are immunocompromised. The CDC will meet on September 20 to decide whether others need to have the 3rd shot. Lisa said we are slowly getting in the Influenza vaccine and will be scheduling clinic soon. Lisa said public health offices get the vaccine after the major pharmacies receive these. Lisa said she has been in contact with the schools and nursing homes regarding covid cases.

Communicable Disease

Lisa informed the board that we have no communicable cases this month. Lisa said the state is seeing an increase in West Nile cases.

Grant Update

Anita informed the board she billed the Emergency Preparedness grant \$244.36 for July, The State Grant \$3,041.48 for July, and the Covid Grant \$963.56 for July. Tina billed the IM Grant \$579.78 for July.

2020-2021 Annual Report

Lisa presented the 2020-2021 Agency Annual Report for approval. Discussion followed. A motion by Friedrich, seconded by Knoll to approve the 2020-2021 Agency Annual Report with changes. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

The next Board of Health monthly meeting will be Wednesday, October 13, 2021, at Chickasaw County Community Services Building at 3:30 p.m.

Motion by Knoll. Seconded by Friedrich to adjourn. The meeting adjourned at 5:47 p.m. Ayes Shoemaker, Knoll, and Friedrich. Absent Kline, Carolan. Motion carried.

Anita Eschweiler, BOH Secretary.

Attested by Lisa Welter, RN,
Chickasaw County Public Health Agency Administrator