

Chickasaw County Board of Health
June 8, 2022
Meeting Minutes

The Chickasaw County Board of Health met Wednesday, June 8, 2022, at the Chickasaw County Community Services Building. Cindy Shoemaker, Chair, called the meeting to order at 2:01 p.m.

Present were members Cindy Shoemaker, Joan Knoll by phone, Toni Friedrich, and Jeremy McGrath. Absent: Dr. Jack Kline.

Guests present Lisa Welter RN, Administrator, Ann Knutson, RN, Assistant Administrator, Anita Eschweiler, BOH Secretary, Penny Andorf, Env Health, Amanda Josvanger First Five Program, and Terry Johnson.

A motion by Knoll, seconded by Friedrich to approve the agenda with changes. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

A motion by Knoll, seconded by McGrath to approve May 17, 2022, meeting minutes. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Amanda Josvanger 1st Five provides short-term care coordination services. Primary care providers refer patients to this program for early development support. These services are free and provided to children from birth to five years.

Amanda left at 2:25 p.m.

Environmental Health

Penny updated the board on agency activities for May. Penny completed 9 water tests. One animal bite was reported in May. Penny reported she did five septic site evaluations, had no time of transfers, one binding agreement, and two well permits. Penny did 29 water tests in May. Penny completed the pumper truck inspections for the county. Penny plans to continue water testing and will start outside swimming pool inspections. Penny said she is still waiting for the 2nd and 3rd quarter payment from the state. Penny informed the board that two more applications had been approved that were submitted in March.

Penny Andorf left at 1:13 p.m.

Home Health

Home Health Update

Lisa Welter gave a monthly home health update. Census 89. Medicare 9. Medicaid 25. Referrals 23. Admissions 14. Discharges 14. Failed Admits 9. Unbillable visits 8. Nurse visits 228. Aide visits 306. Homemaker visits 322.

Lisa presented 1st Qtr. Therapy Audits. Nine charts were audited. OT is going to work on documenting cognitive functioning

Lisa completed 5 yearly reviews and one 6-month review. All were favorable.

Lisa explained the Medicare cost report and how it is figured out. This was discussed at a supervisor's meeting, and she wanted people to understand the difference between their cost report and our Medicare cost report.

Lisa presented the Wound Ostomy Continence Nursing Contract Addendum. A motion by McGrath, seconded by Friedrich to approve Lisa to sign the Wound Ostomy Continence Nursing Contract Addendum. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Business Operations

Monthly Claims

The claims for Public Health were \$11,308.95. The mileage claims for Public Health were \$2,546.11. The total claims for Public Health are \$13,855.06. The Environmental Health claims total is \$5,601.84. The total claims for both agencies are \$19,456.90. A motion by McGrath, seconded by Friedrich to approve the claims as stated. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent Dr. Kline. Motion carried. Lisa gave an update on the current budget expenditures and revenue amounts for both public health and environmental health.

Wage Scale

Members discussed the wage scale. The board set the starting wages as follows. RN and QI/QA RN Nurse \$25.55, LPN \$20.10, Finance \$19.45, Admin Asst/scheduler \$18.25, Medical Secretary \$16.15, and home care aide and new HCA \$16.40. A motion McGrath, seconded by Friedrich to approve the starting wages as listed. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried. Lisa will get on the board of supervisors' agenda for next Monday to inform them of these changes. The wage scale will be discussed at the next meeting. Lisa will provide examples.

Public Health Program

Covid-19 Update

Lisa gave an update and reported the Covid-19 number since the last meeting.

Communicable Disease

She is still working with the two latent TB cases in the county. One finished treatment today and the other will finish next month.

Grant Update

Anita emailed out the spreadsheets for the grants billed before the meeting.

Foot Clinic Fees

Lisa presented the Foot Clinic Fees increase from \$25 to \$30 for approval. A motion by Knoll, seconded by Friedrich to approve the increase in Foot Clinic Fees from \$25 to \$30 Starting July 1, 2022. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Policies

Pre-Employment Background Checks Policy

A motion by Fredrich, seconded by Knoll to approve the updated Pre-Employment Background Checks Policy. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Contracted Professional Services Policy

A motion by McGrath, seconded by Friedrich to approve the updated Contracted Professional Services Policy. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Hiring/Resignation Process

A motion by McGrath, seconded by Friedrich to approve the updated Hiring/Resignation Process. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Employee Rate of Pay Plan

A motion by Knoll, seconded by McGrath to approve the updated Employee rate of Pay Plan. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

The next Board of Health monthly meeting will be Wednesday, July 13, 2022, at the Chickasaw County Community Services Building at 2:00 p.m.

A Motion by McGrath, seconded by Friedrich to adjourn. The meeting adjourned at 3:47 p.m. Ayes: McGrath, Knoll, Friedrich, Shoemaker. Absent: Dr. Kline. Motion carried.

Anita Eschweiler, BOH Secretary.

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