

**Chickasaw County Board of Health  
December 14, 2022  
Meeting Minutes**

The Chickasaw County Board of Health met Wednesday, December 14, 2022, at the Chickasaw County Community Services Building. Cindy Shoemaker, Chair, called the meeting to order at 3:00 p.m.

Present were members Cindy Shoemaker, Joan Knoll, and Toni Friedrich.

Absent: Dr. Jack Kline and Jeremy McGrath.

Guests present Lisa Welter RN, Administrator, Ann Knutson, RN, Assistant Administrator, Anita Eschweiler, BOH Secretary, Andrea Kime, CCPH staff, Vicki Gassman Maternal Child Adolescent Health Coordinator, Sara Noack WIC program.

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

A motion by Knoll, seconded by Friedrich to approve November 9, 2022, meeting minutes. Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath. Motion carried.

Public Comment: None

Vicki and Sara gave an update regarding the services they provide to Chickasaw county. They will report to the Board of Health quarterly.

**Environmental Health**

Lisa updated the board on agency activities for November. Penny completed 27 water tests. One animal bite was reported in Fredericksburg. Penny completed 9 septic site evaluations, 3 time of transfer, 2 binding agreements, and 2 well permits with no well plugging. Penny did one tattoo inspection. Lisa said there was one complaint of garbage dumping, and we are still waiting for 1<sup>st</sup> Qtr. payment. Penny will bill 3<sup>rd</sup> Qtr. when she returns.

**Home Health**

Home Health Update

Lisa Welter gave a monthly home health update. Census 90. Medicare 13. Medicaid 25. Referrals 24. Admissions 17. Discharges 12. Failed Admits 7. Unbillable visits 4. Nurse visits 203. Aide visits 259. Homemaker visits 298. Lisa reported that the 3<sup>rd</sup> Qtr. chart audits were completed with nothing to report. Therapy audits were also completed and they are working on documentation and signing documents more timely. Lisa performed three staff evaluations. Lisa said she has no concerns with our current staff. Lisa gave an update on the open full-time nurse position. Lisa and Ann interviewed two candidates and both declined the position due to wages. Discussion followed. A motion by Friedrich, seconded by Knoll to post for a fulltime or parttime LPN or RN. The position will remain open until filled. Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath. Motion carried. Joan asked Lisa to notify the person who applied for the part-time position.

**Public Health Program**

Covid-19 Update

Lisa gave an update and reported the Covid-19 number since the last meeting. Lisa said we are still holding Covid-19 clinics weekly.

Communicable Disease

Lisa informed the board she had two E. coli and one crypto case to follow up on. She also had two schools with sickness outbreaks and a call about a bat in a house. She is also following a TB case for the next three months.

#### Grant Update

Anita updated the board on the grants billed.

### **Business Operations**

#### Monthly Claims

The monthly claims for Public Health were \$15,123.62. The mileage claims for Public Health were \$2,886.28. The total claims for Public Health are \$18,009.90. The Environmental Health monthly claim total is \$2,343.38. The total claims for both agencies are \$20,353.28. A motion by Friedrich, seconded by Knoll to approve the claims as presented by Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath. Motion carried. Lisa gave an update on the budget expenditures and revenue amounts for both Public Health and Environmental Health.

#### Budget 2023-2024

Lisa presented the Environmental Health Budget. The expenditures in amount of \$101,687.00 and revenue in the amount of \$52,000.00. A motion by Knoll, seconded by Friedrich to approve expenditures and revenue as presented. Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath. Motion carried. Lisa presented the Public Health budget. The expenditures in the amount of 1,445-591.00 and the revenue in the amount of 952,300.00. A motion by Friedrich, seconded by Knoll to approve the expenditures and revenue as presented. Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath. Motion carried.

#### Approve wage scale with COLA updates

Lisa presented the updated wage scale with COLA updates for 2023-2024. A motion by Knoll, seconded by Friedrich to approve the updated wage scale with COLA updates for 2023-2024 as presented. Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath

The next Board of Health monthly meeting- TBD

A Motion by Friedrich seconded by Knoll to adjourn. The meeting adjourned at 4:48 p.m. Ayes: Friedrich, Knoll, Shoemaker. Absent: Dr. Kline and McGrath. Motion carried.

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Anita Eschweiler, BOH Secretary.

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