

Chickasaw County Board of Health
June 14, 2024
Meeting Minutes

The Chickasaw County Board of Health met at the Chickasaw County Community Services Building on Friday, June 14, 2024. Toni Friedrich, Chair called the meeting to order at 10:00 a.m.

Members present were: Joan Knoll, Cindy Shoemaker, Jeremy McGrath, Dr. Brinkman, and Toni Friedrich.

Guests present were: Lisa Welter, RN, Administrator, Ann Knutson, RN, Assistant Administrator, Anita Eschweiler, BOH Secretary, Derek Lechtenberg, Env. Health, and Katie Strub, Unity Point Health-Allen Hospital.

A motion by Knoll, seconded by Shoemaker to approve the agenda. All Ayes. Motion carried.

A motion by Knoll, seconded by Dr. Brinkman to approve the May 10, 2024 meeting minutes. All Ayes. Motion carried.

Public Comment: None.

Katherine Strub, Unity Point Health-Allen Hospital.
Katie informed the board about the Allen Child Protection Center.

Environmental Health

The agency activities for May 2024 were presented. Derek completed 3 septic site evaluations, 5 Septic site finals, 1 binding agreement, 2 time of transfer, 2 well permits, 2 well site evals, 2 well plugging, 24 water tests, and 4 pumper truck inspections.

Lisa said the price of radon test kits will need to be increased as the cost has increased. A motion by Knoll, seconded by Shoemaker to increase the cost of radon test kits to \$20 per kit. All Ayes. Motion carried.

Home Health

Home Health Update

The monthly home health update was presented. Census 66, Medicare 11, Medicare HMO 2, Medicaid 20, Referrals 22, Admissions 8, Discharges 16, Failed Admits 14, Unbillable 4, Nurse visits 179, Aide visits 223, and Homemaker visits 240.

Agency Services Charges

Discussion was held regarding increasing service charges. A motion by Dr. Brinkman, seconded by McGrath to increase nurse visits to \$195 per visit. All Ayes. Motion carried. A motion by Dr. Brinkman, seconded by McGrath to increase physical and occupational visits to \$180 and speech therapy visits to \$195. All Ayes. Motion carried.

Sliding Fee Scale

Discussion was held regarding increasing the sliding fee scale. A motion by McGrath, seconded by Dr. Brinkman to approve increasing the sliding fee scale effective July 1, 2024. All Ayes. Motion carried.

Employee Review

Lisa completed 3 yearly employee reviews and 2 6-month reviews.

Business Operations

Monthly Claims

The claims for Public Health were \$14,234.59. The mileage claim is \$3,233.42. The total Public Health claims are \$17,468.01. Environmental Health claims were \$3,913.18 for a grand total of \$21,381.19. A motion by Knoll, seconded by Dr. Brinkman to approve the claims as presented. All Ayes. Motion carried.

Payroll Approval

A motion by Knoll, seconded by Shoemaker to approve payroll ending May 12, 2024, May 26, 2024, and June 9, 2024. All Ayes. Motion carried.

Northeast Iowa Area Agency on Aging FY 25 Agreement

A motion by McGrath, seconded by Knoll to approve the Northeast Iowa Area Agency on Aging. All Ayes. Motion carried.

UBC Vyalev Statement of Work

A motion by Dr. Brinkman, seconded by McGrath to approve the UBC Vyalev Statement of Work. All Ayes. Motion carried.

McBee Post-Acute Academy Oasis Bundle Agreement

A motion by Knoll, seconded by McGrath to approve the Administrator to sign the McBee agreement. All Ayes. Motion carried. A motion by Knoll, seconded by McGrath to pay the claim for the McBee agreement for \$850.00. All Ayes. Motion carried.

Accredo Contract

A motion by Knoll, seconded by Shoemaker to approve the Accredo contract. All Ayes. Motion carried.

Conflict of Interest

Lisa passed out the conflict of interest for members to sign.

Update on MercyOne Medicare Replacement

Lisa informed the board she is still waiting for this contract to be approved by MercyOne.

Public Health

Communicable Disease Update

Lisa reported she is currently following a TB case.

Animal Bites

2 animal bites were reported for May– 1 was a dog bite and the other was an unknown animal due to the person being blind.

Grant Update

Anita sent out the grant information before the meeting.

Policy Review

In-Service and Education Policy

A motion by Knoll, seconded by Shoemaker to approve the updated In-Service and Education Policy. All Ayes. Motion carried.

Pre-Employment Background Checks Policy

A motion by Knoll, seconded by McGrath to approve the updated Pre-Employment Background Checks Policy with changes. All Ayes. Motion carried.

Cellular Telephone Usage and Laptop/Tablet Devices

A motion by Knoll, seconded by McGrath to approve the updated Cellular Telephone Usage and Laptop/Tablet Devices Policy. All Ayes. Motion carried.

Incident Reporting Policy

A motion by Knoll, seconded by Dr. Brinkman to approve the updated Incident Reporting Policy. All Ayes. Motion carried.

Reporting Dependent Adult and Child Abuse Policy

A motion by Knoll, seconded by Dr. Brinkman to approve the updated Reporting Dependent Adult and Child Abuse Policy. All Ayes. Motion carried.

Emergency Preparedness Policy

A motion by McGrath, seconded by Shoemaker to approve the updated Emergency Preparedness Policy with changes. All Ayes. Motion carried.

Chickasaw County Public Health and Home Care Services Communicable Disease Investigation

A motion by Knoll, seconded by Dr. Brinkman to approve the updated Chickasaw County Public Health and Home Care Services Communicable Disease Investigation Policy. All Ayes. Motion carried.

Influenza Vaccine Policy

A motion by Knoll, seconded by Shoemaker to approve the updated Influenza Vaccine Policy. All Ayes. Motion carried.

School and Child Care Immunization Audit Policy

A motion by Dr. Brinkman, seconded by McGrath to approve the updated School and Child Care Immunization Audit Policy. All Ayes. Motion carried.

Procedure for Elevated Blood Lead Levels

A motion by Knoll, seconded by Dr. Brinkman to approve the updated Procedure for Elevated Blood Lead Levels Policy. All Ayes. Motion carried.

Lead Draw Policy and Procedure

A motion by Knoll, seconded by Shoemaker to approve the updated Lead Draw Policy and Procedure. All Ayes. Motion carried.

VFC Immunization Clinic Policy

A motion by Knoll, seconded by McGrath to approve the updated VFC Immunization Clinic Policy with changes. All Ayes. Motion carried.

Office Visit Policy

A motion by McGrath, seconded by Shoemaker to delete the Office Visit Policy. All Ayes. Motion carried.

Healthy Feet Clinic Policy/Procedure

A motion by Knoll, seconded by Shoemaker to approve the updated Healthy Feet Clinic Policy/ Procedure. All Ayes. Motion carried.

Insurance Cost and Private Pay

A motion by Knoll, seconded by Shoemaker to approve the updated Insurance Cost and Private Pay. All Ayes. Motion carried.

Reduced and No Fee Services

A motion by Knoll, seconded by McGrath to approve the updated Reduced and No-Fee Services Policy. All Ayes. Motion carried.

Chickasaw County Board of Health Bylaws

A motion by McGrath, seconded by Dr. Brinkman to approve the updated Chickasaw County Board of Health Bylaws. All Ayes. Motion carried.

Policies of the Chickasaw County Public Health and Home Care Services and the Chickasaw County Board of Health

A motion by Knoll, seconded by Shoemaker to approve the updated Policies of the Chickasaw County Public Health and Home Care Services and the Chickasaw County Board of Health. All Ayes. Motion carried.

Bed Bug Policy for Clients and Staff

A motion by Knoll, seconded by McGrath to approve the updated Bed Bug Policy for Clients and Staff. All Ayes. Motion carried.

Documentation and Legal Aspects of the Clinical Record

A motion by Knoll, seconded by Shoemaker to approve the updated Documentation and Legal Aspects of the Clinical Record with changes. All Ayes. Motion carried.

Document Policy for Home Care Aide Staff

A motion by Knoll, seconded by Dr. Brinkman to approve the updated Document Policy for Home Care Aide Staff Policy. All Ayes. Motion carried.

Home Care Aide Service Policy

A motion by Knoll, seconded by McGrath to approve the updated Home Care Aide Service Policy. All Ayes. Motion carried.

Homemaker Service Policy

A motion by Knoll, seconded by McGrath to approve the updated Homemaker Service Policy. All Ayes. Motion carried.

Home and Community-Based Services (HCBS) Waiver Service Plan Policy

A motion by Knoll, seconded by Shoemaker to approve the updated Home and Community-Based Services (HCBS) Waiver Service Plan Policy. All Ayes. Motion carried.

Consumer-Directed Attendant Care (CDAC) Service Policy

A motion by Knoll, seconded by McGrath to approve the updated Consumer-Directed Attendant Care (CDAC) Service Policy. All Ayes. Motion carried.

Respite Care Service Policy

A motion by Knoll, seconded by McGrath to approve the updated Respite Care Service Policy. All Ayes. Motion carried.

Admission and Initial Assessment Policy

A motion by Knoll, seconded by Shoemaker to approve the updated Admission and Initial Assessment Policy. All Ayes. Motion carried.

24-Hour Nurse On-Call Policy

A motion by Knoll, seconded by Shoemaker to approve the updated 24-Hour Nurse On-Call Policy. All Ayes. Motion carried.

Job Description-Public Health Nursing Administrator

This item was tabled until all job descriptions can be redone.

The next Board of Health meeting is July 12, 2024 at 10:00 a.m.

A motion by Dr. Brinkman, seconded by McGrath to adjourn the meeting at 11:34 a.m. All Ayes. Motion carried.

Anita Eschweiler, BOH Secretary.

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