

Chickasaw County Board of Health
June 13, 2025
Meeting Minutes

The Chickasaw County Board of Health met at the Chickasaw County Community Services Building on Friday, June 13, 2025. Cindy Shoemaker, Vice-Chair, called the meeting to order at 9:01 a.m.

Members present were: Joan Knoll, Cindy Shoemaker, Jeremy McGrath, and Dr. Brinkman at 9:04 a.m. Absent: Toni Friedrich.

The guests present were: Lisa Welter, RN, Administrator; Ann Knutson, RN, Assistant Administrator; Anita Eschweiler, BOH Secretary; Derek Lechtenberg, Environmental Health Specialist; Andrea Kime, LPN, Immunization Nurse; Jhenna Barnes, Pathways; and Katie Strub, Allen's Women's Health.

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

A motion by Knoll, seconded by Dr. Brinkman, to approve the May 9, 2025 meeting minutes. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

A motion by Knoll, seconded by Dr. Brinkman, to approve the May 27, 2025 meeting minutes. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Public Comment: None.

Jhenna Barnes, from Pathways, updated the board with the Pathways Prevention Report, which outlined grant activities for the Integrated Provider Network Grant, the Community Partnership Grant, and the State Opioid Grant Response Grant.

Katie Strub, Allen's Women's Health, gave an update on the Allen's Protection Center statistics for FY 2024.

Environmental Health

Environmental Health Update

The agency's activities for May 2025 were presented. Derek completed 5 septic evaluations, 3 septic finals, 1 binding agreement, 1 time of transfer, 1 well permit, 1 well plugging/reconstruction, and 18 water tests.

Derek-Vacation

Derek's vacation was discussed by the board as he will be going part-time on July 1, 2025. A motion by Dr. Brinkman, seconded by Knoll, to carry 24 hours of vacation to be used by his anniversary date (11/28/2025), and the rest will be paid out on the next paycheck. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Acknowledge Private Well Grant Signature FY2025- 2026

The Private Well Grant was signed by Lisa and submitted. The amount of the grant for the next fiscal year is \$45,454.00. A motion by Dr. Brinkman, seconded by Knoll, to acknowledge the Private Well Grant Signature FY2025- 2026. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Home Health

Home Health Update

The monthly home health update was presented. Census 65, Medicare 11, Medicare HMO 1, Medicaid 22, VA 15, Other 16, Referrals 9, Admissions 4, Discharges 21, Unbillable 1, Nurse visits 141, Aide visits 253, Homemaker visits 208, and 110 Therapy visits. Three of these referrals are from other counties

Lisa gave a homemaker update. Our patients, who receive homemaker services from the new agency, report that their staff are not showing up, arriving late, wearing inappropriate clothing, and sitting and visiting instead of providing services. Staff are taking their belongings to sell for them. Lisa has reached out to the client's case managers.

Business Operations

Monthly Claims

The claims for Public Health were \$19,996.66. The mileage claims were \$2,746.80. The total Public Health claims were \$22,743.46. Environmental Health claims were \$1,851.80 for a grand total of \$24,595.26. A motion by Knoll, seconded by McGrath, to approve the claims as presented. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Payroll Approval

A motion by McGrath, seconded by Dr. Brinkman, to approve payroll ending May 11, 2025, May 25, 2025, and June 8, 2025. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Amend the Claims Approved on May 9, 2025.

The amount of Public Health expenditures for May needs to be amended and reduced by \$19.68 due to a late fee paid by the Auditor's Office. A motion by McGrath, seconded by Knoll, to decrease May expenditures for Public Health by \$19.68. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Sign the Yearly Conflict of Interest Policy

Lisa had those present sign the yearly conflict of interest policy.

Public Health

Communicable Disease Update

Lisa reported 1 communicable disease in the county in May. There was 1 Salmonella case.

Animal Bites

Lisa reported 4 dog bites in May.

Grant Update

Anita informed the members that all state grant funds have been billed, and the Emergency Preparedness Grant only has \$285.00 left to spend. These funds will be used by the end of the fiscal year.

Policies

Retention and Protection of Clinical and Fiscal Records Policy

A motion by Knoll, seconded by Dr. Brinkman, to approve the Retention and Protection of Clinical and Fiscal Records Policy. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Agency Financial Management

A motion by Dr. Brinkman, seconded by Knoll, to approve the Agency Financial Management. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Healthy Feet Clinic Policy/Procedure

A motion by Knoll, seconded by Dr. Brinkman, to approve the Health Feet Clinic Policy/Procedure. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

IM Clinic Procedures

A motion by Knoll, seconded by Dr. Brinkman, to approve the IM Clinic Procedures. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

VFC Immunization Clinic Policy

A motion by McGrath, seconded by Knoll, to approve VFC Immunization Clinic Policy. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

IM Clinic State Requirements for Documentation Retention

A motion by Knoll, seconded by Dr. Brinkman, to approve IM Clinic State Requirements for Documentation Retention. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Influenza Vaccine Policy

A motion by Dr. Brinkman, seconded by McGrath, to approve the Influenza Vaccine Policy. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

CCPHHCA Flu Vaccine Screening/Consent Form

A motion by McGrath, seconded by Knoll, to approve the CCPHHCA Flu Vaccine Screening/Consent Form. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Communicable Disease Investigation

A motion by Dr. Brinkman, seconded by Knoll, to approve the Communicable Disease Investigation. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Dog and Animal Bite Policy

A motion by McGrath, seconded by Knoll, to approve the Dog and Animal Bite Policy. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Adopt Bylaws with updates

A motion by Knoll, seconded by Dr. Brinkman, to adopt the Bylaws with updates. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

Acknowledge Chickasaw County, Iowa Vehicle Operations Policy per the Board of Supervisors

A motion by Dr. Brinkman, seconded by McGrath, to acknowledge the Chickasaw County, Iowa Vehicle Operations Policy per the Board of Supervisors. Ayes: Knoll, Shoemaker, McGrath, and Dr. Brinkman. Absent: Friedrich. Motion carried.

The next Board of Health meeting is July 11, 2025, at 9:00 a.m.

A motion by Dr. Brinkman, seconded by McGrath, to adjourn the meeting at 10:10 a.m.

Anita Eschweiler, BOH Secretary

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