

Chickasaw County Board of Health
September 19, 2025
Meeting Minutes

The Chickasaw County Board of Health met at the Chickasaw County Community Services Building on Friday, September 19, 2025. Cindy Shoemaker, Vice-Chair, called the meeting to order at 9:00 a.m.

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

The guests were Lisa Welter, RN, Administrator; Ann Knutson, RN, Assistant Administrator; Anita Eschweiler, BOH Secretary.

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

A motion by Knoll, seconded by Dr. Brinkman, to approve the August 8, 2025 meeting minutes. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried.

Public Comment: None.

Environmental Health

Environmental Health Update

The agency's activities for August 2025 were presented. Derek completed 7 septic site evaluations, 4 septic site final inspections, 6 time-of-transfer inspections, 2 well site evaluations, and 17 water tests, as well as 1 dumping complaint. Lisa said that Derek was called to a semi-accident that had tipped over in the ditch. Derek's time and mileage was billed to the trucking company.

Private Wells Grant Amendment #1.

A motion by McGrath, seconded by Knoll, to approve the administrator signing the Private Well Grant Amendment #1. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. The motion carried. Lisa informed the board that the state put more specifics on meals, lodging, and out-of-state reimbursements.

Environmental Health Vehicle

Lisa informed the board that the cost for the new brakes and pads was \$325.00, which was completed by Wayne's after reviewing 3 bids.

Home Health

Home Health Update

The monthly home health update was presented. Census 53, Medicare 9, Medicare HMO 6, Medicaid 13, VA 12, Other 13, Referrals 13, Admissions 7, Discharges 12, Unbillable 2, Nurse visits 125, Aide visits 224, Homemaker visits 66, and 126 Therapy visits. We also had 1 out-of-county referral.

Staff Evaluations

Lisa conducted one staff evaluation. It was favorable.

State Survey

Lisa informed the board that the Department of Inspection and appeals surveyors were here last week. They completed 3 nurse visits and reviewed 2 open charts and 2 closed charts, along with Emergency Preparedness. The survey resulted in only 2 minor infractions: aide supervisions within 14 days and entering wound measurements into the chart per policy. A corrective action plan will be submitted to the state. The audit team said our agency is doing a great job.

Business Operations

Monthly Claims

The claims for Public Health were \$25,010.58. The mileage claims were \$2,206.40. The total Public Health claims were \$27,216.98. Environmental Health claims were \$1,486.03 for a grand total of \$28,703.01. A motion by McGrath, seconded by Knoll, to approve the claims as presented. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried.

A motion by Knoll, seconded by Dr. Brinkman, to approve the claim for the Influenza vaccine claim for \$23,679.93. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried.

Payroll Approval

A motion by McGrath, seconded by Knoll, to approve payroll ending August 17, 2025, August 31, 2025, and September 14, 2025. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried

Vision Statement, Mission Statement, Organizational Values- New Statements

Lisa informed the board that she has updated the Vision Statement, Mission Statement, and Organizational Values. A motion by Dr. Brinkman, seconded by Knoll, to approve the changes to the Vision Statement, Mission Statement, and Organizational Values. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried.

Budget Amendment

Lisa discussed the Public Health budget amendment to increase our expenditures by \$100,000 to rehire a full-time aide and a part-time nurse, give all staff a 3% raise, and increase our revenue by \$50,000. The Environmental Health budget amendment aims to increase expenditures and revenue by \$30,000 to restore Derek's hours to 35 per week and fund water testing. A motion by McGrath, seconded by Knoll, to increase public health's expenditures by \$100,000 and revenue by \$50,000, to increase Environmental Health expenditures and revenue each by \$30,000, approved Derek to return to 35 hours per week, approval of posting a part-time nurse and full-time aide, and all staff receive a 3% raise effective September 22, 2025. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried.

Public Health

Communicable Disease Update

Lisa reported 3 communicable diseases in the county in August. 2 were latent TB, and the other was Ehrlichiosis/Anaplasmosis

Animal Bites

Lisa reported 2 dog bites and 1 cat bite in August.

Grant Update

Anita provided a spreadsheet detailing the amount of grants billed for August, along with the immunization grant that Tina billed for the same month.

Public Health Update

Lisa has been working on Stop the Bleed for bus drivers in Nashua. She is still trying to get ahold of Fredericksburg and New Hampton. Lisa completed the jail inspection. Our agency has started influenza clinics. Lisa is working on the Opioid grant. The nurses are working on school immunization audits and Influenza shots.

MOU for Emergency Preparedness Grant-CG Public Health (fiscal agent) and Services Area 2 Healthcare Coalition

A motion by Dr. Brinkman, seconded by McGrath, to approve the administrator to sign the MOU with the Region 2 Emergency Preparedness Grant. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried

Policies

a. Emergency Preparedness Policy

Lisa updated the Emergency Preparedness Policy per our recent state survey. A motion by Dr. Brinkman, seconded by McGrath, to approve the changes to the policy. Ayes: Knoll, Shoemaker, Dr. Brinkman, McGrath, and Friedrich. Motion carried

b. Respite Care Policy

We will keep the Respite Care Policy due to the recent agency budget adjustments.

The next Board of Health meeting is October 10, 2025, at 9:00 a.m.

A motion by McGrath, seconded by Knoll, to adjourn the meeting at 9:39 a.m.

Anita Eschweiler, BOH Secretary

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