

Chickasaw County Board of Health
June 12, 2026
Meeting Minutes

The Chickasaw County Board of Health met at the Chickasaw County Community Services Building on Friday, June 12, 2026. Toni Friedrich, Chair, called the meeting to order at 9:01 a.m.

The members were Joan Knoll, Karen Sinnwell, Dr. Brinkman, and Toni Friedrich. Absent: Jeremy McGrath.

The guests were Lisa Welter, RN, Administrator; Ann Knutson, RN, Assistant Administrator; Anita Eschweiler, BOH Secretary; Derek Lechtenberg, Env. Health Specialist; Vicki Gassman, VNA MCAH; and Andrea Kime, LPN, Immunization Coordinator.

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

A motion by Knoll, seconded by Dr. Brinkman, to approve the May 8, 2026, Board of Health Meeting Minutes. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Public comment: none

Vicki Gassman VNA MCAH Program Update

Vicki gave an annual update regarding Maternal Health and Child Health. The current grant ends September 30, 2026.

Environmental Health

Environmental Health Update

The agency's May activities were presented. Derek completed 4 septic site evaluations, 4 septic final evaluations, 4 time-of-transfers, 1 binding agreement, 1 well permit, and 2 well site evaluations. He also performed 36 water tests. Derek signed 1 master matrix. Lisa reported 1 nuisance complaint.

Private Well Grant Contract for 2026-2027

The amount of this grant is \$30,303, which is less than last year's grant. A motion by Knoll, seconded by Sinnwell, to approve signing the Private Well Grant Contract for 2026-2027 for \$30,303. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Home Health

Home Health Update

The monthly home health update was shared. Census: 60; Medicare: 7; Medicare HMO: 2; Medicaid: 23; VA: 14; Other: 14; Referrals: 11; Admissions: 8; Failed admissions: 3; Discharges: 9; Non-billable: 4; Nurse visits: 139; Aide visits: 237; Homemaker visits: 193; and 65 therapy visits. Lisa reported that educational materials are being provided to clinics and hospitals to clarify documentation requirements for admissions from hospitals and clinics.

Hiring a Part-time On-call Home Care Aide

Lisa is requesting approval to hire a part-time on-call home care aide for up to 20 hours per week. We wouldn't need a budget amendment, as we would use funds earmarked for vaccines. A motion by Dr. Brinkman, seconded by Sinnwell, to approve the hiring of a part-time on-call home care aide for up to

20 hours per week. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Healthcare Strategies Coding

Lisa informed the Board that the home health software program from Healthcare Strategies can provide coding for Medicare admissions at \$38.00 per chart. The program can also provide both coding and OASIS services at \$48.00 per chart. A motion was made by Knoll and seconded by Dr. Brinkman to approve Healthcare Strategies to provide coding for Medicare admissions at \$38.00 per chart and \$48.00 for Medicare and OASIS services, which will help increase revenue from Medicare claims, per a study completed by HCS. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Employee Evaluations

Lisa reported she did 4 staff evaluations in May with no issues.

Business Operations

Monthly Claims

The Public Health claims totaled \$11,841.91. Mileage claims were \$2,593.35. The total for Public Health claims was \$14,435.26. Environmental Health claims amounted to \$2,864.61, bringing the grand total to \$17,299.87. A motion by Knoll, seconded by Dr. Brinkman, to approve the claims as presented. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Payroll Approval

A motion by Dr. Brinkman, seconded by Sinnwell, to approve payroll for the periods ending May 10, 2026, May 24, 2026, and June 7, 2026. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Strategic Plan Update

Lisa provided an update on our strategic plan.

Administrator and Assistant Administrator

Lisa reported an issue with the administrator and assistant administrator wage figures in the 2026–2027 budget. The issue was corrected, and the Board was required to reapprove the budget using the revised wage figures. The corrected wage figures did not result in any changes to the overall budget. The private auditors requested that the hourly wage and salary be sent to the auditor's office. Motion by Knoll, seconded by Dr. Brinkman, to approve the corrected wage figures for the administrator and assistant administrator. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Public Health

Communicable Disease Update

Lisa reported she had 4 communicable diseases in May. 1 case of Shigella, 1 case of Salmonella, and 2 cases of Cryptosporidiosis.

Animal Bites

Lisa reported 1 dog bite in May.

Grant Update

The grant information is in the packet. Anita said the State Grant was used up in May. The Chickasaw County Emergency Preparedness grant is out of money. We continue to submit claims because the

region still has money available. For the Combat to Cancer Grant, we are billing for both Chickasaw and Howard County. We also continue to bill for Opioid funds.

Standing Orders for Administering Rotavirus Vaccine to Infants

Dr. Brinkman signed the standing order for administering the Rotavirus vaccine to infants.

VaxCare

Lisa reported that she has consulted with other counties currently using VaxCare and believes the program would be beneficial for Chickasaw County. VaxCare will provide vaccines, syringes, and alcohol wipes. The service fee is \$20 per month, and VaxCare retains a small portion of the vaccine administration fee. Participation in the program will enable the agency to offer a broader range of vaccines and bill additional insurance providers. The program will also eliminate the agency's expense of purchasing influenza vaccines, allowing those funds to be redirected to other agency needs. A motion by Sinnwell and seconded by Knoll to approve VaxCare as the agency's vaccine provider. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Radon Measurement Specialist

Lisa requested approval for Derek Lechtenberg to become a certified Radon Measurement Specialist for Chickasaw County and the surrounding area. Funding for the required training is available through the Combat to Cancer Grant. Agency expenses would be limited to the purchase of testing equipment, with costs expected to be recovered through fees for radon measurement services. Dr. Brinkman recommended establishing separate fee rates for in-county and out-of-county radon testing services, with mileage incorporated into the fee structure. Dr. Brinkman moved to approve Derek Lechtenberg's certification as a Radon Measurement Specialist and to submit a signed scholarship application. Knoll seconded the motion. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

Combat to Cancer Grant- Signatory Authority

A motion by Knoll, seconded by Sinnwell, to approve the administrator to be the Signatory Authority for the Combat to Cancer Grant. Ayes: Knoll, Sinnwell, Dr. Brinkman, and Friedrich. Absent: McGrath. Motion carried.

The next Board of Health meeting is scheduled for July 10, 2026, at 9:00 a.m.

A motion by Dr. Brinkman, seconded by Knoll, to adjourn the meeting at 9:58 a.m.

Anita Eschweiler, BOH Secretary

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