

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: January 10, 2018

TIME: 11:30 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

MEMBERS PRESENT: Jeanne Stein, Board of Health Chair; Jan Ellingson, L.P.N.; Dr. Bill Withers; Dan Byrnes, Board of Supervisor; and Betty Hogan, R.N.

MEMBERS ABSENT: None

OTHERS PRESENT: Jennifer Kimber – Helping Services for Youth & Families; and intern from Luther College with Jennifer; Maxine Grotegut, IPFS Coordinator; Sheryl Darling-Mooney, R.N.; Laurie Moody, Environmental Health Sanitarian; and Rosanne Wicks

Call to Order Advisory Board at 11:36 a.m.

Sheryl reviewed the following policy:

Clinical Record Documentation Policy

There was a small change to the policy. The state recommends decreasing the length of time to get paper work in. It was up to 5 days to process an admission and to get in the computer they suggested to decrease to 2 days.

Jan made a motion to present the policy to the Board of Health for approval and Dr. Withers seconded. Betty made a motion to adjourn the Advisory Board meeting at 11: 37 and Jan seconded. All were in favor. Motion carried.

ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES

Board of Health was called to order at 11:39 a.m.

OLD BUSINESS: Dan made a motion to approve the minutes. Jan seconded. All were in favor. Motion carried.

Jeanne updated the Board on the computer. She still hasn't purchased one yet. She is waiting for a quote.

NEW BUSINESS:

Jan made a motion to approve the Clinical Record Documentation policy and Dan seconded it. All were in favor. Motion carried.

Jennifer gave a presentation to the Board - Substance Abuse.

- Team domestic abuse advocacy. Will be doing presentation in schools and talking to kids on healthy relationships.
- Family Education & Support – Serve families with children from birth to age three.
 - provide child development information – weight checks & connect parents to community services
 - Community Partnership for Protecting Children
- Prevention Services
 - Substance Abuse grant extended until June 30, 2018.
 - Working on raising opioid awareness in the community.
 - Proper storage and proper disposal of their prescription medication.
- Working along with Northeast Iowa Behavioral Health regarding opioid awareness in the community.
- Handed out brochures on Opioid Overdose Recognition and Response & Proper Storage & Disposal of Medication.

- Tobacco Abuse Prevention – working with day care centers to be nicotine free (Growing Bear, St. Pat's preschool).
 - Quitline Iowa – Any Iowan can receive no cost coaching.
- Youth Mentoring
 - January is national mentoring month - 9 matches in Allamakee County and 5 youth on waiting list.

Maxine presented to the board her grant that she is working under, IDPH Grant Success, – this grant is focused on underage drinking and underage binge drinking. She is in the second to last year of the grant.

Working on 5 strategies to reduce underage drinking:

- Have billboard – on highway 9
- Running ads in Prairie du Chien Movie Theater
- Posters going in the school newspapers
- Posters in school districts
- Text Book covers
- All 8th grade are getting a media campaign class
- Not doing popcorn bags this year – will do them next year again.
- Compliance checks – sending an underage buyer in an alcohol establishment to buy alcohol. There were 2 failures and the establishments received letters beforehand that there will be a compliance check. If establishment gets caught the fine is \$2,000. The server does get a fine also. Law enforcement does compliance checks.
- Social Host ordinance – increased fine \$200 to \$500 for 1st offence. 2nd offense \$750.
- Teaching in Waukon and Postville – next year will be in all 3 school districts.
- Responsible beverage training – servers being trained by working with underage 4 times a year.

Election of Officers. Dr. Withers made a motion to nominate Jeanne Stein as chair person and Jan seconded it. All were in favor. Motion carried.

Dr. Withers made a motion to nominate Jan for Vice –Chair. Dan seconded it. Motion carried.

Betty motioned to have Rosanne as secretary. Jan seconded it. Motion carried.

Board of Health meeting time and frequency. 11:30 a.m. 2nd Wednesday every other month. Jan made a motion to continue and Dan seconded it. All were in favor. Motion carried.

Conflicts of Interest were signed by Board of Health members.

Sexual Harassment presentation is 20 minutes. Need Wi-Fi to watch the presentation. It has to be done every year. The next Board of Health meeting will be held in the Supervisor Room of the courthouse. Will order pizza. Betty won't be there at the March meeting. Betty will contact Denise Beyer, County Auditor to set up a time to watch the Sexual Harassment presentation. Jan made a motion to do sexual harassment training at the next meeting in March.

Memorandum of agreement with Black Hawk County for the Sub-Service Area 6B - Jeanne signed it. This was approved at the November 8, 2017 Board of Health meeting.

VNA dental report for Allamakee County was reviewed. Jacquie Zwack, I smile coordinator works with project SEALED.

Laurie presented her quarterly report:

- State mandatory since 2009 need to have septic inspected. 17 inspections and 14 passed & 3 failed – they were inoperable. Will need to be replaced.
- 12 new wells drilled 75 water samples between public and private. Laurie does about 9 or 10 public water samples. If they have a permit through the 'DNR Laurie does water samples.
- Plugged wells and filled 2 cisterns.

- Selling Radon kits – put ad in the Waukon paper January Radon awareness month. Laurie is planning on 100 kits.
- Animal bites – 7 dog bites in the last quarter. Repeating to the animal dog owner that the dog wasn't vaccinated by state law any dog over 6 months shall be vaccinated. Law enforcement work with them if they think they can do home quarantine for 10 days and get the animal to vet to look at and after 10 days.
 - Non vaccinated dog bit a young child in the face. The dog wasn't vaccinated and the owners were told what to do. The mom took the child to the doctor and the dad took the dog to the vet and the vet put the dog down. The vet said they didn't tell them that it bit the child. If they elect to put dog down before the 10 day quarantine, according to Doctor Schmidt, state vet, Laurie has the authority to make them test the dog. It isn't clear in the code. It is up to Laurie and law enforcement. Laurie is trying to work with the vets to ask questions before putting animals down.
 - Told the vet that the 10 days were up and if before 10 days they need to test dog or hold animal for 10 days. State veterinarian said need to get a hold of the veterinarians on what they do according to the Iowa Code. Hold animal for 10 days or if not then it has to be tested if put down before 10 days up. The vet put the animal down a day early.
 - Unvaccinated dog bit 2 year old child in the face. Laurie has just spoken to the vets and gave them heads up when there is an animal bite and the owner needs to get shots and needs to go to the vet. Laurie talked to the vet office. The initial rabies vaccine is 1 year for animals. If they get the vaccine in the day or 2 window you can get the rabies vaccine for 3 years. There is a new rule on book you have to get the rabies vaccine the day before, day of or the day after to get 3 years. If they get vaccination at different times then it is only good for 1 year.

Iowa State University sent a letter to the Board of Health regarding having an ordinance that would ban the use of electronic smoking devices in public spaces. Tobacco free county ordinance can include e cigarettes. Does the board want to recommend this ordinance to the County Supervisors? Dan said he can talk to Jill Kistler, County Attorney, about putting the e cigarette in the local ordinance for smoke free. The Board would like this new ordinance presented to the Board of Supervisors for consideration as a new ordinance. All were in favor.

November and December expense and revenue summary were reviewed. Dr. Withers made a motion to approve it and Jan seconded it. All were in favor. Approved as presented.

Board of Health budget was reviewed:

- Jeanne discussed about purchasing a laptop, which was approved at November meeting for this budget. The County doesn't get a discount on a laptop. It would be about \$1,000. Jeanne asked a business here in town for a quote. Jeanne went to the business twice and hasn't gotten a response. Was told it would be \$800 to \$1,000. Jeanne is going to talk to Laurie Welch, County employee, about Solutions setting it up. The computer would be property of Board of Health/Allamakee County. Dan thinks the County should set up the computer.

Dr. Withers made a motion to approve the Board of Health budget as presented and Dan seconded it. All were in favor. Motion carried.

Laurie presented her budget to the Board of Health. She doesn't have salaries and insurance in the budget yet. Laurie put in 2.5% raise for salaries just to put in figures in the budget. Laurie had a health insurance meeting and health insurance is possibly increasing by 15%. The Compensation Board approved the salary increase to 4% across the board and Sheriff was 6%. Dan said they will change the budget if they change their minds on the salaries and the health insurance.

Laurie has to have 12 CEU hours in a year and they have to be Department of Public Health approved to get her Grant to Counties. Training for septic systems, training in well code, and training in swimming pool inspectors. She also has to have training on operator of a pool (need 5 CEU's for operating pool). It goes through Park & Rec. program.

Betty made a motion to approve the Environmental Health budget as presented knowing that it might be subject to change down the road. The salaries will go along with the Supervisors recommendation for Department heads. Jan seconded it. Motion carried.

Full audio minutes are available at Veterans Memorial Hospital Community & Home Care office.

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, March 14, 2018.

ADJOURNMENT: Dr. Withers made a motion to adjourn at 1:48 p.m. and Betty seconded it. All were in favor.

MINUTES TAKEN BY: _____
VMH Community & Home Care

APPROVED BY: _____ **DATE** _____
Jeanne Stein, Chairperson

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: March 14, 2018

TIME: 11:30 a.m.

LOCATION: Board of Supervisors Board Room - Courthouse

MEMBERS PRESENT: Jeanne Stein, Board of Health Chair; Jan Ellingson, L.P.N.; Dr. Bill Withers; and Dan Byrnes, Board of Supervisor

MEMBERS ABSENT: Betty Hogan, R.N.

OTHERS PRESENT: Sheryl Darling-Mooney, R.N.; Laurie Moody, Environmental Health Sanitarian; Paul Greufe, Allamakee County H.R. (based in Davenport) and Rosanne Wicks, Secretary

Call to Order Advisory Board at 11:58 a.m.

Sheryl reviewed the policies due to CMS requirements:

Quality Assessment

Electronic signature- electronic medical records

Verbal orders- used guidelines by CMS

Bed Bugs

Emergency Preparedness- Coalition in the county (EMS, hospital, Public Health, and EMA) and there is a Subservice group that meets 1 x a month with 7 other counties. Hospital & Public Health is funded with federal grant dollars.

Dr. Withers made a motion to approve the policies and present to the Board of Health for approval. Jan second the motion. All were in favor. Motion carried.

Jan made a motion and Dan second to close the Advisory Board meeting at 12:04 p.m. All were in favor. Motion carried.

ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES

Board of Health was called to order at 12:04 p.m.

The Board of Health members watched a video on sexual harassment and a sign in sheet is on file.

Jan made a motion to approve the policies and Dr. Withers seconded it. All were in favor. Motion carried.

OLD BUSINESS: Allamakee County has an ordinance on E cigarettes. They had 3 public meetings. Allamakee County Supervisors approved the ordinance. There was a public comment from Tessa Willie, Helping Service Northeast Iowa, she wanted to see the ordinance and maybe regulating if a shop opened up and sold vapor and the ordinance didn't address it. The ordinance will be in effect as soon as it is printed in the paper next week. The vaping ordinance will be an extension of the tobacco policy. It doesn't have in the ordinance about businesses about just selling vaping. There is a \$100 fine on the 1st offense and \$200 fine on the 2nd offense.

Computer – Jeanne went to Best Buy and got a computer and brought it into Laurie Welch to set up for county secure email. The county couldn't set this up because it has to be a professional computer. Jeanne still doesn't have a computer. Jeanne will have to go through the county to purchase a computer. It will be over the \$800 that was budgeted for it. Jeanne will have Laurie W. go ahead and purchase one. Laurie said she has a fund in the Treasures Office from Grants to County monies. This money is ear tagged for Environmental Health Department only. Laurie was wondering if some money for the computer for the Board of Health could come out of this fund since she does send Jeanne a lot of information from her department, so it would be EHD related. Could this be an option if the Board Health budget doesn't have enough to cover it. It is a question for County Auditor Beyer.

NEW BUSINESS:

Dan made a motion to approve the January 10th minutes as presented. Jan seconded the motion. All were in favor. Motion carried.

Sheryl reviewed the following:

- Communicable Disease was reviewed – there has been an outbreak of salmonella in chicken salad with local grocery store food chain. There were approximately 200 in a several state outbreak.
- Quarterly report Oct – Dec 2017.
- Quality improvement – Chart audits send in 5 records for review ADR . Working on ways to improve. Requirements change a lot. Increase records to send in for chart audits. 16 records were reviewed. Continue to audit quarterly.
- Analysis Clinic Record review – going through and finding what is missing. Looking for advanced directives is an issue. Some don't have a copy or don't know where theirs is at.
- Foot Clinic program was reviewed – A maximum of 10 people are seen the 1st Monday every month.
- Press Ganey – Global ratings overall rating is at 98%. Some areas that need to improve on are: Keeping them informed of our arrival, Explaining in a way that they understand. Need to be better at explaining to them and going through medicine so they understand them.
- Local Public Health Service grant. Dan made a motion to approve the Local Public Health Services FY 19 grant application and Dr. Withers seconded it. All were in favor. Motion carried.

Laurie had a request for a septic variance along with some pictures of the property for Kevin Herman. This property is located 2 miles North of Lansing on Hwy 26. In 2005 Herman's put in a new 2,000 gallon holding tank, he now wants to add a new garage to the lot, but there is a conflict with the County Bluff Land Ordinance, which is a conflict with zoning. Zoning hasn't giving him the approval to build yet. If the BOH variance is approved, the new garage's footing wall will be 6 feet from the holding tank. The ordinance says it should be 10 feet. There is about a 3 ½ foot difference between the outer septic tank wall and the tank's lid, so the board was not confused, Laurie reiterated that the variance is for the tank wall to the new garage footing wall. Laurie isn't sure if zoning will give him a permit with the bluff set back and he will have to get a variance through zoning as well. Dr. Withers made a motion that the wall of the septic holding tank has to be no less than 6' to the footing of the new structure and Dan seconded it. All were in favor. Motion carried.

Memorandum Black Hawk County Health increased PHEP funds by \$8,500. For a total of \$14,500. Dan made a motion to approve the memorandum of agreement with Black Hawk County. Jan seconded. All were in favor. Motion carried.

Dan updated the board on Chronic Wasting Disease and the possible impact on public health. A concerned citizen came to the Board of Supervisors meeting and said the public needs to be educated on Chronic Wasting Disease because there is a lot more around here than what we think. Mike Osterholm said you should be concerned about eating deer from this area because there is more than what the public thinks there is. Mike is willing to come and do a presentation to the public. Mike will come sometime to present to the public if the Board of Health would like the supervisors to set this up. This is similar to Mad Cow Disease. There was some Elk that came from Colorado that got out 5 years ago and some people think it spread throughout the county that way. It isn't always tested at the locker plant. Mike will call Larry and arrange a meeting when it works with Mike's schedule. It was discussed and the Board of Health support that the supervisors have Mike to come and put on a public information meeting to provide information. The supervisors will keep the Board of Health posted.

There was a question from someone in the public wondering if the Board of Health minutes could be obtained electronically. The board of health minutes could be posted on the County website once they are approved. Dan said to talk to Denise Beyer, County Auditor. Dr. Withers made a motion and Jan seconded to ask Denise to post them on the Allamakee County website.

Expense & Revenue Summary were reviewed for January & February. Dan made a motion and Jan seconded to approve the expense & revenue summary. All were in favor. Motion carried.

A personnel concern was initiated by a citizen when a Board of Health employee was seen on social media at a public event when it was assumed the employee should have been at work. Following an extensive review by Paul Greufe, Human Resources Consultant, it was discovered that the employee actually was using accrued "comp." time on that day and reported it on their time card as "comp." time. It was discovered that the county personnel handbook is not very clear among all department as to how to address "overtime" for salaried or "exempt" employees. This should be called "flex" time and not "comp." time. No wrong doing was identified on the part of the employee and no further action is needed by the Board of Health. However, the Board of Health did ask that the Board of Supervisors and a committee of county employees meet and more clearly define the use of flex/comp. time so all departments are reporting this on their time cards the same way.

Dan said they rewrote the handbook a couple years ago. Dan said a small group and 1 supervisor will talk it out and come back with a recommendation to the supervisors.

Full audio minutes are available at Veterans Memorial Hospital Community & Home Care office.

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, May 9, 2018.

ADJOURNMENT: Jan made a motion to adjourn at 1:43 p.m. and Dan seconded it. All were in favor.

APPROVED BY: _____ **DATE** _____
Jeanne Stein, Chairperson

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: July 11, 2018

TIME: 11:35 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

MEMBERS PRESENT: Jeanne Stein, Board of Health Chair; Jan Ellingson, L.P.N.; Dr. Bill Withers; and Dan Byrnes, Board of Supervisor

MEMBERS ABSENT: Betty Hogan, R.N.

OTHERS PRESENT: Jennifer Kimber – Helping Services for Youth & Families; Marie Shaw, Substance Abuse Services; Courtney Adam, Northeast Iowa Community Action Health Program Coordinator; Sheryl Darling-Mooney, R.N.; Lisa Moose, R.N.; Laurie Moody, Environmental Health Sanitarian; and Rosanne Wicks, Secretary

Call to Order Advisory Board at 11:35 a.m. There wasn't an Advisory Board meeting since there weren't any policies to review.

ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES

Board of Health was called to order at 11:35 a.m.

OLD BUSINESS: Dr Withers made a motion to approve the minutes with the corrections. Jan seconded. All were in favor. Motion carried.

Dan said the Allamakee County handbook is still a work in progress.

NEW BUSINESS:

Marie Shaw, Gambling Counselor for Northeast Iowa covering 9 counties.

- See clients in this area at the library or mental health center.
- Only had two calls in the last year from Allamakee County.
- Offer encrypted web sites, on line chats or by phone to do treatments.
- Handed out brochure on talking to children about dangers of gambling.
- Handed out brochure on tips for families having conversations about gambling problems.
- Handed out 2015 fact sheets

Courtney Adam, NEI Community Action

- Clinic has been closed over 1 year
- Teen pregnancy outreach and family planning outreach for Allen Hospital.
- Teen pregnancy serves 6 counties and Community Action serves 7 counties.
- Serve all school districts and one school district is independent and has been trained to do their own.
- Parents workshops started this year – conversations on sexual health, drug trends, on line safety – (law enforcement did this workshop), human trafficking.
- Teen birth rates – had been implemented in 2010 and for the most part it has decreased each year.
- Agency Prevent Child Abuse Iowa program has been taken over by the state.
- Working on doing needs assessment across the state and would like the local Board of Health to fill them in. DHS staff and prevent child abuse staff will be doing this.
- Allen Hospital in Waterloo is the closest in state family planning clinic that offers services at low or no cost.
 - Allen Hospital does not provide termination.
 - Want to get clinical services in this area, possibly Decorah, and it will be Allen staff that will be providing this.
 - Maternal health for pregnant women - help enroll them in Medicaid services.

Jennifer, Helping Services

- Domestic Abuse Advocacy nothing has changed – going to have a support group for teens to come.
- Family education support – birth to 3 can go into home and check on the development of the child.
- Community Partnership for Protecting Children – meet to prevent child abuse.
- Substance Abuse Prevention – extending the grant every 3 months and it is extended till the end of the year.
- Northeast Iowa Behavioral Health – Hartig Drug is carrying the lock zone. Still providing training on how to use the lock zone.
- Meth treatment in Iowa has doubled since 2012. The state is looking at the numbers rising over the state. IDP is doing a media campaign:
 - Radio ads
 - Main focus on pregnant women
- Good Samaritan law has passed with Opioids
 - Now if someone overdoses on Opioids and another person calls it in, they won't get in trouble for calling it in unless they are involved in Opioids or involved in a more serious crime.
- Tobacco use prevention and control grant- working with businesses and daycare for nicotine policies.
- Youth mentoring received funds to recruit male mentors.
 - 8 youth waiting for mentors

Laurie Moody presented her quarterly report.

- There was a radon booth at the wellness fair at Veterans Memorial Hospital. Sold 33 kits for \$5.00 and sold 25 kits from the Environmental Health office. They usually sell for \$6.00. Need to have everything filled out on the form or they will reject the kits. There have been some high results around 25 and 27. Don't know where they are at. If it is double digits or greater, suggest to get some professional to do a mitigation and will give them names to call. Radon is part of the home inspection for some realtors.
- Did participate in Iowa Water Well study – including bacteria, nitrates, arsenic, and neonicotinoids insecticides. It was for most of the month of May and all of June. Goal was to have 25 kits for county. Public water supply doesn't qualify. Only got 16 of them done, none of them had arsenic or insecticides, some of them had bacteria and were treated and are safe on the private wells. Final report isn't out.
- Did 11 septic system installs.
- 27 time of transfer inspections and 92 (66 private and 26 public) water samples.
- New public safety center do 1 x quarter. Had a 1 on bacteria a month ago, anything less than 1 is safe. Had to do 4 more tests (Recycling Center, kitchen at the jail, coffee bar and well), all came back ok. Don't chlorinate it.
- Animal bites – 4 more dogs all were released back to owner. 18 animal bites total for the year
- FY 2018 grant used all but \$479.90.
- FY 2019 grant submitted for \$30,612.00.
- Tanning facility in town. Department of Public Health started a new licensing program last fall to register on line and the cost is \$5.00 for the tanning operators. This tanning salon license expired in April. Went in March no license. Went in 1 month and still didn't have permit and hadn't paid inspection fee. Reminded after 45 days will charge \$25.00 more and every 30 days after that it is \$25.00. Laurie contacted Iowa Department of Public Health. Does have license now and still haven't paid inspection fee and there has been three \$25.00 fee for not paying inspection fee. Laurie will follow up with the County Attorney.
- Dog bite information from the Sheriff's office – bite happened in New Albin. It was the owners 2 dogs that were fighting and she tried to break them up. Went to Gundersen in LaCrosse. Gundersen won't send any documentation to the Sheriff or Board of Health. The new form was signed to release information, but Gundersen still isn't releasing the medical information. Jeanne wants Laurie to contact patient services, HIPPA officer, or medical records. Check to see if they can fax a copy of release information to health information management department.

- A new septic system in Effigy Mounds going through DNR. Laurie isn't sure who is going to permit it if it would be Laurie or DNR. There is a general contractor out of Saint Louis that contacted Laurie about local contractors that do mechanical work.
- Splash Pad in Harpers, well is drilled. Laurie won't be involved in the permitting but will be involved in the inspection.

Lisa

- QAPI program – quality assurance performance improvement program. New conditions of participation started January 13, 2018. Interpretive guidelines are still not out. July 13, 2018, Performance Improvement Plan needs to be in place. The Board of Health needs to be active participants in the QAPI program. CMS would like the QAPI program to be data driven, focused on problem areas, immediately correct any problems that threaten the health and safety of patients, and track adverse events. Data is obtained from multiple sources which may include the Oasis assessments. Oasis assessments are done on patients and this information is then submitted to the state. CASPER reports break down the data from OASIS that are submitted and then provide data on patient-related characteristics. Home Health Compare is a CMS website that anyone can access and compare Home Health agencies from within a certain mile radius or zip code. They use a 5-star rating system and currently our agency is a 3.5-star in quality of patient care and a 5-star in patient survey rating. Home Health CAHPS, or patient survey ratings, are currently being done for our agency through Press Ganey. HHQI Data – Home Health Quality Initiative Data the government provides for you.
 - One of the areas our agency is working on is the improvement in medication independence for the next year. Submission data is reported in quarters and generally we are three months behind. We have scored low on keeping people independent in managing their medication. This is not medication errors. We are providing education to nursing staff on how to initially score the patient when they are admitted.
- Value Based Purchasing – For five years, CMS mandated that the state of Iowa have all their Home Health Agencies participate in VBP. That is how CMS is reimbursing us for the Medicare patients we see. Due to the volume of patients we provide services to, we are considered a large cohort agency. Currently our scores are in the 75th percentile. Last year we saw an increase in reimbursement from CMS. Based on our current scores, we anticipate another increase in reimbursement.
- Dan made a motion to work on the performance plan on medication management and Jan seconded. All were in favor. Motion carried.
- United Healthcare owed over \$120,000 to Community & Home Care. They haven't paid for services from last December for Home Health claims and we are now slowly receiving some payments at 30% of what was billed. UHC has not paid any immunization claims to date. We are now participating in a conference call every two weeks with UHC staff in order to resolve these issues. It appears the issues are on their end and they need to get our information put into their systems correctly.
- Next year Iowa is looking at a couple more MCO's. As stated, we are having difficulty getting paid from United Healthcare and they are 30% of the clients on the caseload.
- Preparedness is in a new grant year. We work with seven other counties in the SSA6B Coalition. Black Hawk has the contract with the State. Allamakee County has its own coalition also. Focus this year is improving communication capabilities. SSA6B Coalition meets monthly and rotates the meeting sites.
- Immunization annual audit – no deficiency. Digital Data Logger system mandatory as of January 1, 2018. There isn't an audible alarm on the current system. Still have old system in that still has an alarm and will keep it until the state has one that has an alarm.
- In the last year Public Health had received 1,067 doses of Federal provided vaccine for children. The cost is \$64,054.53. The charge is \$19.58 per shot. We don't charge for the vaccine, just for administering it. We bill Medicaid or patients pay privately. We cannot deny people vaccine if they are unable to pay. In Postville there is a migrant program that will cover some of the children that fall through the cracks.

- Just did an annual CHNA-HIP – Community Health Needs Assessment. Starting year 3 of a 5 year report. Our county is one of the few that has reduced obesity, heart disease, and diabetes in the last year.

Expense & Revenue Summary was reviewed. Jan made a motion to approve Expense & Revenue as submitted. Dan seconded. All were in favor. Motion carried.

Full audio minutes are available at Veterans Memorial Hospital Community & Home Care office.

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, September 12, 2018.

ADJOURNMENT: Jan made a motion to adjourn at 12:44 p.m. Dan seconded it. All were in favor.

MINUTES TAKEN BY: _____
VMH Community & Home Care

APPROVED BY: _____ **DATE** _____
Jeanne Stein, Chairperson

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: September 12, 2018

TIME: 11:35 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

MEMBERS PRESENT: Jeanne Stein, Board of Health Chair; Jan Ellingson, L.P.N.; Dr. Bill Withers; Dan Byrnes, Board of Supervisor; and Betty Hogan, R.N.

MEMBERS ABSENT: None

OTHERS PRESENT: Jennifer Kimber – Helping Services for Youth & Families; Sheryl Darling-Mooney, R.N.; and Rosanne Wicks, Secretary

Call to Order Advisory Board at 11:30 a.m. There wasn't an Advisory Board meeting since there weren't any policies to review.

ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES

Board of Health was called to order at 11:30 a.m.

OLD BUSINESS: Betty made a motion to approve the minutes. Jan seconded. All were in favor. Motion carried.

NEW BUSINESS:

Jennifer presented the following to the board:

- Shelby Henkelman has taken Chris Anthony's position, family educator. She provides child development information, weight checks, and connect with community resources for children birth to 3 years.
- Hired a new teen domestic advocate – working on putting on groups for teen age girls to come if they have been in a violent relationship or get information on a healthy relationship.
- Substance Preventions Service
 - Working on Substance Abuse Comprehensive Grant
 - Hartig Drug in Waukon is now carrying naloxone and the only prescription drug drop box in the County. Working on getting one in Postville.
 - National Drug Take Back Day will be coming at the end of October.
- Changed the law in Iowa that says CBD will be legal to sell with a (THC) percentage of up to 3%, you can only get this through 5 licensed dispensaries in the state to obtain CBD (Cannabidiol) oil. Jennifer distributed education pamphlets on CBD.
- They have a doctor fill out a form if they have one of the conditions that are on the form. They will then take it in to one of dispensaries and get a medical marijuana card. Then they will be able to get CBD. That is the only legal way.
- Iowa Youth Survey will be conducted in the state this fall.
- Tobacco use prevention grant. Tobacco use has gone up since e-cigarettes.
 - Provides assistance to businesses and daycares in creating a Nicotine Free Policy.
 - Quit kits are available to hospitals, clinics, or any worksites to hand out.
- Youth Mentoring Program – 5 boys and 3 girls are waiting for a mentor in Allamakee County.

Sheryl presented the following:

- Press Ganey results (Patient satisfaction survey) were reviewed. Veterans Memorial hospital is switching to a different patient satisfaction survey since it is less expensive. Some of the questions that need working on are billing, what to do and who to contact when they have a problem, and side effects of medicine. Overall score is 97.6.

- Clinical Record reviews – There were 10 records for the quarter April – June audited. Some of the things found were people don't always have Advanced Directives available. Home Care is trying to find a way to make it easier to have it available for them.
- Potentially avoided events – Had 2 falls – 1 fall was documented incorrectly so there was actually only 1 fall. Fall risk assessment was completed on the client and was offered therapy and suggestions.
- Wound Audits – no problems. None were getting worse.
- QAPI/PIP – Quality improvement program. Patient Satisfaction improvement of Oral medications, continuing to work on it.
- Tracheotomy Care – the client was able to follow instructions, but health status changed so was unable to do own care.
- LPH grant final report was presented to the board.
- Success Story – Raising the immunization rates of a HPV cancer preventing vaccine. It is not required, but highly recommended. Children can start getting the vaccine at age 9. The younger you are when you start the series the better response your body has to it. If you get the vaccine at a younger age then they get a series of 2 doses. When you wait until you are 15, it is a 3 dose series. It is for males and females up to the age of 26 years. This vaccine prevents cervical, oral, pharyngeal, vulvar, vaginal, penile and anal cancers. Teachers help educate students at schools. Providers are the ones that will need more education. Community & Home Care rates are good. Allamakee County wide stats aren't as good.
- Infectious Disease – there has been a lot of food borne illness outbreaks starting in February. Get records from the provider and do a long detail interview with the clients on the phone. When it happens to children sometimes it is hard trying to make parents understand that we need to know day care provider and parents don't want to give that information and sometimes refuse. It doesn't reflect on the daycare.
- Sheryl presented the required benchmark reports on immunization assessments.
- Will start giving flu quad vaccine in October.
- End of Year report was reviewed – Medicare doesn't require it, but the state still does.
- Value Based Purchasing – Home Health Agency will get an adjusted payment percentage increase of 5.291%. Total performance score is 54.143. We are higher than our competitors and we will get our payment.
- Homecare Aide program evaluation was presented to the Board.
- Immunization program evaluation was presented to the Board.
- Home Care has gotten some payments from United Health Care but hasn't received payments for immunizations from United Health Care.

Dan said that he would like to have Lori come to the meetings even if she doesn't have anything on the agenda. Jeanne would like to have emails cc to her when Laurie sends something for the agenda.

Laurie Moody, Environmental Health Sanitation, information that was submitted for the meeting was reviewed:

- They will have a radon booth at the Women's Health Day on September 25th.
- Tom Blake and Laurie are trying to get together with the County Attorney about creating a better County Nuisance Ordinance.
- Laurie will be going to the Iowa Environmental Health Fall Conference in Des Moines in October.
- Laurie will be hosting the region 2 Environmental Health quarterly meeting at the Allamakee County Driftless Center.

Dan said there is a nuisance complaint in the neighborhood and Laurie is working on the ordinance. The ordinance has to come from Planning and Zoning, Tom Blake.

Laurie is getting a general ordinance from other counties to use this as a basis to develop an ordinance for here. Dan said there are 3 of them: 1 house in Waukon Junction uninhabited. Dumps cat food out. Two

houses are overgrown with wild cucumbers and people are living in cars. Planning & zoning said you have a right to have a messy house. First the ordinance has to go through planning and zoning and then the supervisors to get approved.

Expense & Revenue report was reviewed. Rosanne said the I-4 Immunization grant is going through the Board of Health this year instead of the hospital.

Dan made a motion to approve Expense & Revenue as submitted. Dr. Withers seconded. All were in favor. Motion carried.

Full audio minutes are available at Veterans Memorial Hospital Community & Home Care office.

Meeting adjourned at 12:11 pm

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, November 14, 2018.

ADJOURNMENT: Jan made a motion to adjourn at 12:11 p.m. Dan seconded it. All were in favor.

APPROVED BY: _____ **DATE** _____
Jeanne Stein, Chairperson

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: November 14, 2018

TIME: 11:30 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

MEMBERS PRESENT: Jeanne Stein, Board of Health Chair; Jan Ellingson, L.P.N.; Dan Byrnes, Board of Supervisor; and Betty Hogan, R.N.

MEMBERS ABSENT: Dr. Bill Withers

OTHERS PRESENT: Jennifer Kimber– Helping Services for Youth & Families; Sheryl Darling-Mooney, R.N.; Cindy Johnson, R.N.; Laurie Moody, Environmental Health Sanitarian; and Rosanne Wicks, Secretary

There wasn't an Advisory Board meeting since there weren't any policies to review.

ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES

Board of Health was called to order at 11:40 a.m.

OLD BUSINESS:

NEW BUSINESS:

Dan moved to approve the September 12th minutes and Betty seconded it. All were in favor.

Jennifer presented the following to the Board:

- Holiday Lights start November 21st. Over 600 people attended the Holiday Lights last year. This is a fund raiser for Helping Services. Community Action gives ride to people.
- Domestic Abuse Advocacy – teens that might be in violent relationship or are in homes with violent relationships.
- Family education support – birth to age three weight and height checks and work with the parents on skills to help their children.
- Prevention Services – Comprehensive grant – ASAP in Allamakee County
- December 1st CBD (Cannabidiol) is federally approved. Anyone that is getting federal funding cannot administer this such as schools can't administer it to children legally. Closest dispenser is in Waterloo. Print a form off of IDPH website and take to physician and the physician signs it that it says that this person has this medical condition. They get a card and it is \$100 a year and can take the card to one of the five dispensaries to get their product.
- Meth labs in Iowa are at their lowest point in 23 years, however the amount of meth seized by law enforcement exceeds the previous 6 years. – drugs coming from Mexico so not as many labs anymore.
- Opioid related overdose deaths in Iowa are down 35% from this time last year.
- There was a drug take back day held in October. They collected 10,469 pounds of unused medication in Iowa at 128 collection sites in Iowa. Permanent take back drug site is at Hartig Drug – working with veterinarians to let them know that there is a drug take back.
- Tobacco use prevention grant – Provides assistance to businesses and daycares in creating a Nicotine Free Policy.
- Nov. 11 – 17 tobacco awareness week. SWAT and Youth Power are doing some awareness on electronic smoking devices for Tobacco Awareness Week.
- Quit kits are available to clinics, hospitals, and businesses. If anyone would like Quit kits they can contact Ashley Havenstrite at Helping Services ahavenstrite@helpingservices.org
- FDA has declared electronic cigarettes an epidemic among youth and more youth now vaping than any other tobacco source.
- JUUL brand have halted the sales of most of their flavored e-cigarettes amidst federal pressure.

- Any Iowan can receive no cost coaching with Quitline Iowa 1.800.QUIT.NOW.
- Medicare, Medicaid and uninsured can get free patches.
- Youth mentoring – focusing on getting male mentors. Looking at doing national background checks, now they do state background checks.

Cindy presented the following to the Board:

- QAPI program (Quality Assurance Performance Improvement) – QAPI is part of the New Conditions of Participation that is mandated from CMS effective 1-13-2018. The QAPI condition contains five standards. QAPI must be data driven. Data is collected from various sources, one being the OASIS. OASIS is the tool the nurses use to assess the patients.
- We look at the reports that collect data from the Oasis to identify areas that our agency is performing low in. We implement measures to increase scores in areas that potentially could impact patient safety and satisfaction. The following were reviewed:
 - Performance improvement in oral medications – our agency previously had low performing numbers. In February Home Care was at 40%, state was at 73% and national was at 68%. Education was provided to the nurses and how to score the item on the OASIS. CMS puts out the guidance to make sure it is accurately scored. Education was provided to clients by the nurses. Data is obtained on patients that are admitted and then discharged from the agency. The goal is to make sure patients know what their medications are and can manage the medications independently and accurately. The last performance improvement report score had increased up to 67%. The scoring of this item includes the assessment time and last 24 hours. This often includes time people were in the hospital. If all medications are not available in the home yet, can't say they are capable and can safely take medicine.
 - HHQI Data Access Report – measuring the improvement for management of oral medications. Agency has raised its score on this report.
 - Home Health Value Based Purchasing – In 2015, CMS started collecting data on agencies. Data collected at that time became agency base line. Agency needs to score above the previous level in order to receive achievement points. Veterans Memorial Hospital Community & Home Care did score higher and improvement points were obtained. Were previously in low performing category and have now moved this measure into the medium performance area.
 - Benchmark Plus – Agency's improvement of this area was 67%.
- Wound Audit – During the Medicare survey the agency was cited on adequately measuring wounds. Correct measurement needs to document length, width, and depth. Audit looked at medical record documentation to be sure required information was documented. Policy says we need to document if odor is absent or present.
- Discharge Plans – During survey agency was cited on discharge plans identified for the client. On admission they have to identify goals that are related to the reason why we are caring for the patients. They need to identify discharge plans under on what circumstances the client is going to be discharged. Surveyors indicated there are only two discharge goals they are as follows:
 - When goals met
 - When higher level of care is needed.
- Medication Audit – Six audits were done. Cindy performed in home audits. The purpose of the audit is to identify all medication the client is on. Clients are asked where all medications are stored so they can be reviewed. This is then compared to current medication list. 67% were accurate. Over the counter medications was where the problems were identified. No concerns were with prescription medication other than a label. A family member altered medication label by writing a changed dose on label. Nurses are instructed to notify the pharmacy if there is a change in dose or have clinic nurses update pharmacy of dose changes.

Sheryl presented the following:

- Communicable Disease - July – September (21) reportable diseases were to be followed up on. When cryptosporidium is detected there is follow up that needs to be done before returning to daycare and some types of employment.
- Immunization stats were reviewed:
 - In October gave 269 immunizations previous quarter 192.
 - So far this year we have given approximately 150 more flu shots than last year.
 - Given so far approximately 470 flu shots in the community. Advertising and education make a difference.
- Quarterly report was reviewed
- Waiver program – Is sometimes available for someone receiving a service that doesn't qualify for Medicare or Medicaid. It is based on a sliding fee scale based on their income and they are required to apply for Medicaid. Services are reimbursed through the agency and don't get reimbursed the whole cost of the services.
- Therapy Program – was submitted by Amy Robinson, Director of Therapy department was reviewed.
- Clinical record review – Advance Directives are a weakness. Do try to contact providers to see if the client has one and try to get a copy to put in the file. They can be difficult to track down.
- Drug Regimen review is done on each client every 60 days. Updated copy is sent to provider.
- Face to Face a form that the doctor fills out. If P.A. signs it a physician has to co-sign it and date it in a different place where the P.A. signs it.
- Home Care Aide services are provided based on a careplan. Orders, which are signed by a physician are updated on what services are being provided.
- Error correction – Policy is one line through error, initial, date it and write error.
- Referral – have 48 hours to get in the home to admit, if any deviation from that the physician has to be notified and get another order for admission.

Letter from Doctor Caplan was presented to the Board.

Laurie Moody presented the following:

- Water samples – this summer's heavy rainfall has messed with the ground water quality and newer wells are not testing all that great while some of the older wells are coming back wonderful.
 - Lab changed on how they report on nitrates. Now they report like the public water standards of a 10mg/L scale where it used to be a 45ppm scale.
 - A brand new well by New Albin was drilled to 145' deep. Upon testing, the nitrates were at 18mg/L (on 10 scale). Assuming something was not done procedurally correct, Laurie retested and now the bacteria is at 12 and the nitrates at 17mg/L. Decided to trouble shoot by testing the neighbors 1999 well that is very similar in construction and drilling log info. That well tested at <1.0 mg/L Nitrates. Has to be a localized problem, There is an old well nearby the 145' well. They will plug it and see if it lowers the nitrate & bacteria levels for the homeowner...
- Radon kits – coupons to purchase a kit at the Wellness Fair for \$5.00 went well. The actual cost went up on kits to \$7.00 and that's what Laurie charges for from her office to purchase a kit.
- Continuing Ed – Laurie is at 24 hours and needs 12 hours for her Grant to Counties eligibility.
- Animal bites - 11 dogs, 2 cats and 1 possum. (The person that got bit by a possum didn't want to go through the series).
- July 1st, Laurie started new Grant to Counties for the year @ \$30,927. FY 2020 grant applications are coming out soon.
- Tanning facility that wasn't paying inspection fee did pay the four penalty fees and inspection cost and is current with the State and Laurie's department for the time being.
- The Waukon Junction house – guy is willing to have it torn down, but no one wants to tear it down because it's so close to another building & the contents are unsafe. County Attorney is looking at ways to get it torn down.
- Another home that's located in a multi-home rural subdivision is receiving complaints too. No one living in it now. Weeds, trees & debris are covering it. Roof caving in. Laurie has been working

with Tom in Zoning Dept, the state code on nuisances & the county attorney. County Attorney said to remind the neighbors that they have the right to file a civil matter against the landowner too, not always the county's responsibility to do it. If it is in a code violation, the County Attorney will follow up.

- A land owner near Lansing – has abundance of dogs. **No One has been bitten**, so Laurie' dept/BOH is not directly involved. None of the dogs on the farm are spayed or vaccinated. Sheriff's office is getting a lot of complaints that they are on the road or chasing cattle. Deputy Bublitz and Sheriff Mellick are working together with this person and he agrees that there is a problem. Laurie contacted the Humane Society in Decorah, they aren't taking any more animals at this time due to overcrowding, but the Humane Society made a referral to HEART (Helping Every Animal Rescue Team). Amanda Myhre runs the non-profit and places animals in foster homes until they get in a shelter or placed in home.
- Amanda took in the first 5 dogs in her facility. Of the 5, 2 were young pups, 2 were only about 1-3 yrs old and 1 adult. The youngest puppy died of parvovirus. The 4 remaining animals have to be quarantined for two weeks & retested for parvo again before they can be vaccinated for other things. Seven other dogs that were to come from the farm now have to be quarantined also-but at the farm with this person agreeing to do the necessary vet checks. For complying with the surrender of multiple dogs, he was allowed to keep 3 dogs of his choice and HEART would help get reduced cost of spaying, neutering and vaccinations. The 4 remaining animals are doing fine. She can't board any dogs or cats in that building now for 2 additional months following the parvo. The other shelters aren't willing to take on any animals until they are done with quarantine. She was stuck with 4 dogs that need to be quarantined plus the cost to treat and dispose of the dead pup. Parvo can remain in the soil for up to 10 years. Sheriff Mellick is looking to see what is in his budget to help the nonprofit with the loss money for these isolated dogs and cleaning supplies. Laurie said that she would inquire with the BOH to look in their budget as well. Amanda has 5 counties and the city of Caledonia that she takes in dogs for. The dogs can go to adopters or Humane Society when the quarantine is up. The vets are giving a reduced cost of services and other cost for cleaning supplies and fecal testing has run over \$250 as of the date of this BOH meeting... Laurie inquired the BOH to consider doing a monetary assistance if they feel it's within the budget.
- Dan proposed to pay HEART \$125 - half of the \$250 expense. Laurie said she appreciates it and if Clark can give the \$125 it would greatly help defer cost. The board said that this is a one time thing and the board truly appreciates her taking in these dogs. Dan made a motion to provide \$125 out of Acute and Emergency fund to this HEART Animal Rescue. Betty seconded. All were in favor. Motion carried.

Laurie has Solutions county computer program. Melinda, Tom and Laurie's program is expiring. Got bids for all 3 of them to get updated computer system and operating system and the cost will be about \$3,160. Half (\$1600ish) would be Laurie's budget and half would be Tom's budget. Laurie has \$2,400 in her budget. Might charge additional to come and hook it up and the county data processing funds will pay for this charge.

Expense & Revenue Summary was reviewed. Betty made a motion to approve it and Dan seconded it. All were in favor. Stand approved as presented.

Lucas Device system contract for Postville - Jeanne signed the contract and Postville was the only community that needed one.

Jeanne and Dr. Withers term expire December 31, 2018. Dr. Withers would be willing to stay on another term if the Supervisors and Board of Health would like him to. Jeanne would like to serve another term.

Full audio minutes are available at Veterans Memorial Hospital Community & Home Care office.

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, January 9, 2019.

ADJOURNMENT: Jan made a motion to adjourn at 1:08 pm. and Betty seconded it. All were in favor.
VMH Community & Home Care

APPROVED BY: _____ **DATE** _____
Jeanne Stein, Chairperson