

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: January 9, 2019

TIME: 11:31 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

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

MEMBERS ABSENT: Betty Hogan, R.N.

OTHERS PRESENT: Kiane Smith, Oral Health & I Smile Coordinator; Sheryl Darling-Mooney, R.N.; Cindy Johnson, R.N.; Laurie Moody, Environmental Health Sanitarian; Madison Snitker, Public Health Intern from University of Iowa Student and Rosanne Wicks, Secretary

Call to Order Advisory Board at 11:32 a.m.

Sheryl reviewed the policies:

Infection Control Prevention

Infection Control Program

Infection Control Surveillance

Infection Control

Infection Prevention and Control Surveillance Log

Sheryl went over the new policies that are instituting in their department mainly due to Medicare's guidelines. This is a method of tracking and identifying infections and infections among clients and Infection Control Surveillance. There were a couple corrections. There weren't any questions. Jeanne was wondering if there are any volunteers. Community and Home Care would utilize volunteers such as VMH Auxiliary or Red Cross. Surveillance log is a tracking log that is at the weekly public health meetings. Jan made a motion to present these policies to the Board of Health for approval and Dan seconded. Jan made a motion to close the meeting at 11:36 a.m. and Dan seconded.

ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES

Board of Health was called to order at 11:36 a.m.

OLD BUSINESS:

NEW BUSINESS:

Jan Made a motion to approve the policies and procedures with the corrections and Dan seconded and all were in favor.

Dan made a motion to approve the minutes as presented. Jan seconded and all were in favor.

Cindy reviewed information on the QAPI program.

- Cindy gave an update on VMH Community and Home Care's current Performance Improvement Project, which is Improvement in Management of Oral Medications. The agency has improved in scores for this measure. Cindy presented the agency's data pertaining to Acute Care Hospitalization. The Benchmarks Plus data was presented showing Acute Care Hospitalization rates for the agency from July 1 to September 30, 2018, was 14% and from October 1 to December 4, 2018, was 20%. CHC would like to implement another Performance Improvement Project focused on reducing and preventing hospitalizations. The negative impact on reimbursement will be increasing with re-hospitalization for Home Health clients.
- The discussion also included some process improvement interventions to include making colorful posters that direct clients to call the agency first with any concerns or problems. Agency's name and

phone number will be on poster as well. Home Care has RNs on call 24/7 so clients have the availability to discuss concerns or problems with an RN. The goal is to provide the care in the clients' homes and when possible to prevent hospitalization. They look at front loading visits, or seeing clients more frequently after they are initially admitted for care. Risks for re-hospitalization assessments are completed. Disease or condition teaching sheets are available identifying symptoms in Green, Yellow or Red zones that identify when they need to monitor symptoms, call nurse or see the doctor.

- Discussed possibly implementing calls to clients and utilizing disease symptom – specific phone monitoring guides. Provider availability is an area we will not be able to improve. They will be utilizing webinars and other resources to increase knowledge and implement best practice measures to improve this measure.

Kiane – registered oral health replacing Jacquie Zwack. Office is located in Elkader.

- Every year do school screenings for kindergarten and 9th grade. In Allamakee County all schools complied with the audits. It is required that kindergartens and 9th graders have screening. Iowa average 69 percent of students returned the forms Kindergarten and 9th grade. Allamakee was at 69 percent. St. Pats had 28 percent and West Elementary had 39 percent forms return. Last year decay in Allamakee was at 22 percent as an average. This year 9th graders at 19 percent compared to state average of 13 percent. Kindergarten is at 14 percent. Went to Postville School to do school screenings and sealant on 2nd, 3rd, 5th and 6th graders. Didn't have a good response on returning the consent forms. Urgent dental care is for kindergarten & 9th grade. Age 1 is recommend that kids go to the dentist to help with preventative. Last year Allamakee had 1,500 children on Medicaid. No dental office in Allamakee County that will see new Medicaid patients. Decorah is the closest one that will see Medicaid patients.
- Recommended fluoride level is .7 part per million. Fluoride issues in Lansing .3 and New Albin .1. Following up with the water operators. Some is financial, there are grants with Delta Dental to help pay for them.
- March VNA will be attending the health and Wellness fair in Postville. Trying to reach clients in this area. Fluoride varnishes – newer fluoride instead of tablets. Adequate fluoride in the water is the easiest way. The forms are sent to the schools and the school nurses send them out. Have to be done within 3 months of enrollment.
- Maternal Child - Vicky new coordinator. Went over the statistics. Home Health doesn't do the lead screening anymore. WIC clinic does it. It is mandatory to have their lead checked before going to school, so they can get it done with their physical.

Election Officers: Dr. Withers nominated Jeanne Stein Chair and Jan Ellingson Vice – Chair and Dan seconded it. All were in favor.

Dan moved to appoint Rosanne Wicks as secretary. Jan seconded it. All were in favor.

All Board of Health members signed conflict of interest.

Jan made a motion to keep date, time and frequency the same. Dr. Withers seconded it. All were in favor.

Public Health Emergency Response – Sheryl

- In order for the Preparedness Coalition to receive State/Federal dollars the coalition needs to meet the requirements of 15 capabilities.
- The local coalition involves hospital, public health, EMA, EMS, Nursing homes and other entities as needed.
- Entities that are CMS (Medicare) funding are required to have 2 drills annually. One of these drills needs to be what they consider, to be a full scale exercise.
- The coalition, SSA6B is comprised of 8 counties in Northeast Iowa, Hospital, Public Health and Emergency Management (state funded). Hospital and Public Health are federal funded.

- Capability 8 – Medical Countermeasure Dispensing and Administration is a focus in this fiscal grant year. This capability focuses on management and distribution of medicine and supplies in the event that mass distribution needs to occur.
- Communication is a big challenge across the state. In many areas such as Allamakee County, cell service capability can be a huge problem – especially in a disaster.
- Allamakee County Coalition has monthly coalition meetings at the hospital.
- EMResource is a state website that lists resources each coalition entity has. This is helpful when different counties may need to borrow or lend items.

Expense & Revenue November and December were reviewed. Dan made a motion to approve as presented. Jan seconded it. All were in favor.

Board of Health budget:

- There weren't any questions. Dan made a motion to approve the Board of Health budget as presented. Dr. Withers seconded. All were in favor.

Laurie presented her budget:

- Laurie has no confirmation from IDPH for a dollar amount for her FY20 GTC grant yet, so took the last couple years awards and did an average to come up with \$30,800 for budgeting purposes.
- Approximately 30 percent of her budget is her grant money and it includes some salary for both Laurie & Melinda
- County Health Insurance Committee is meeting tomorrow. Claims have been good, but it still appears that health insurance rates will be going up for county employees. BOS will fill that line item in on the budgets once rates are known.
- Salary recommendation from comp board is 4% across the board for elected officials so that is what Laurie put in for salaries
- Melinda and Laurie's computers are approx 8-10 years old. Solutions (county's contracted computer business) offered bulk discount for new computers, software and installation for multiple offices in the courthouse. They will do the install and upgrades with that cost coming from a courthouse fund. Laurie budgeted her entire system and ½ of Melinda's system with the assumption the Zoning Dept would be picking up the balance of Melinda's items. The zoning budget will not be able to afford it at this time, so Laurie will be paying 100% of Melinda's computer upgrades at this time. Unsure if the Zoning budget will have to reimburse Laurie's budget.
- Water test kits line item –Laurie purchases kits from lab directly for doing public water supply samples and gets fully reimbursed by that public supply she is testing for. This shows up on expense and revenue as a wash.
- New esthetician started this year (tattooing). This person does “microblading” but is still under the Iowa Code for Tattoo Artist and Tattoo Establishments
- Job duties in general haven't changed much from the past year. Always busy with something!
- Animal bites tend to be time consuming...people don't return phone calls, vets don't send records unless contacted to do so. Melinda is doing majority of the return calls for the animal bite cases. If there is an issue with the animal owner or the victim, Laurie takes over the case.
- There was an animal bite recently. A DHS worker going into the home to remove the children. The dogs got excited and one of the dogs bit the worker. He didn't know which dog bit him for sure, so Waukon PD took all 3 dogs to HSNEI in Decorah for the required 10 day quarantine. It's mandatory that all 3 dogs receive a rabies vaccination and exam by a veterinarian before release and those records are forwarded to Laurie's office. HSNEI charges \$10/day/dog and \$8/dog for the rabies vaccine. In this case, the DHS worker's medical provider felt it was necessary to start the PEP series on the man even though the dogs were in custody, being quarantined and showing no physical sign of being ill. The DHS worker had a very bad reaction to the rabies series medication which caused him to go to the ER at least two times for complications. It's unknown why the medical provider treated with the PEP series right away unless it is a mandatory protocol from the DHS workers employer & health insurance company.

- Katie Houlihan from HEART, received the money given by the BOH for unexpected cost on dogs from a Lansing farm that were sick with parvo and said THANK YOU! She is affiliated with HSNEI located in Decorah.
 - Melinda has been out since mid December on medical leave, expected return to work on 1/14/19
- Dan made a motion to approve Laurie's budget with the raises that the Board of Supervisors determine to be for all appointed personnel and Dr. Withers seconded. All were in favor.

Laurie wants the BOH to be aware that the Public Safety Center drilled a new well when the new jail was built. The well itself is testing great. The well then feeds to the 30,000 gallon water tower. The tower is the pressure system that feeds to the new building in both potable water and fire suppression water. If the sprinklers go off, the tower will empty through the sprinklers first, then they will have to hook hoses to water hydrants outside until the fire trucks come. The amount of water used daily is low. Initially the tower was chlorinated, but when the water sits unused, the chlorine is burning off, therefore leaving a large volume of water to sit. The chlorine pump only turns on when the float in the tower gets low enough to tell the well pump to kick in. There may be a few days before this event happens. The well is testing safe, but when it gets to the tower and sits, it tends to pick up a low level of total coliform bacteria. In December the well itself tested safe, but the 3 outlying sites tested positive with a 1. Then a follow test had to be done and along with a visit from DNR that sample came back higher at 4.2 Due to the number of positive bacterial samples, the DNR switched the permit for the site from quarterly bacterial testing to monthly testing. The monthly testing will be more expensive and if there is 1 positive total coliform bacterial sample, the site will be required to go back on chlorine injection along with the monthly sampling, doing 2 test twice a day chlorine residual monitoring. At this time, Culligan has bottled water out there for inmates and staff for potable. They don't cook meals, they are pre packaged, but they do wash some utensils. They will need to use bottled water for that as well. At this time, Laurie is paying for all of the testing out of her own budget with compensation to her budget to come later. A couple dispatchers are having gastro/stomach issues, but after stool samples were done, they do NOT have an e'coli illness and the water samples have NOT shown any e'coli positives. Laurie will continue to do additional "Special" water samples and all of the required monthly samples as required by the Water Operations Permit.

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 13, 2019.

ADJOURNMENT: Jan made a motion to adjourn at 12:51 p.m. And Dr Withers seconded it. All were in favor.

VMH Community & Home Care

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

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: March 13, 2019

TIME: 11:30 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

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

MEMBERS ABSENT: None

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

There was not 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 11:34 a.m.

OLD BUSINESS: Dan made a motion to approve the minutes. Jan seconded. Everyone was in favor.

NEW BUSINESS:

Max gave an update:

- Final year of the grant ends September 29, 2019
- 5 establishments
- Media campaign – reached 99.3% of kids
 - Book covers
 - Posters in schools and hallways
 - Posters in schools newspapers
 - Popcorn bags at athletic events at all 3 schools
 - T.V. monitor ads
 - Billboard – free
 - Compliance check – Iowa State Patrol
 - Lansing 2nd time – been cited
 - New Albin – been cited
 - Gave out compliance certificates for the ones that passed
 - Send out letters that a compliance will be coming
 - Free training required to offer 4 times a year
- Social Host
- Ads in Waukon Paper around graduation time and in fall
- Radio PSA – Sheriff and County Attorney did
- Project Northland
 - Starting in 2nd year Postville, Waukon 3rd year and Lansing 1st year
- Survey 2016 last time Lansing didn't participate. All schools will participate this year.
- Offer suicide information to the schools.
- 20 page documents sustain 2 strategies. Law Enforcement will do compliance free of charge. ASAP will do responsible beverage classes.
- Social Host educate people with a portable bedroom out of Elkader Clayton County March 18th 1:30 – 8:00 pm. They will be coming to Parents Education Conference inside middle school gym. Parents can go through the bedroom.
- Max will be working until September.

Jennifer gave an update:

- Looking for more safe homes
- Family Education & support Team
 - April is child abuse prevention month
- Prevention Services
 - Have a new grant, Integrated Provider Network Grant. Subcontracted through Northeast Iowa Behavioral Grant.
 - Picked up 1 more county, Clayton
 - Alcohol, tobacco and problem gambling
- Tobacco Use Prevention and Control Grant
 - Got approved for a tip line, send in to law enforcement.
 - National Drug Take Back in April, Allamakee Lansing Fire department, Postville Fire Department and Waukon Sheriff's Department. Hartig has permanent site.
- Youth Mentoring
 - Bowl-A-Thon in Waukon
 - Need 15 mentors for Lansing, Waukon and Postville; have 11 matches
- Having a pet parade in May
- Marijuana zoning. The closest dispensary is in Waterloo.

Open Meeting Law 10-12 YMCA in Postville. Jeanne and Jan decided not to go since it will be foggy. Rosanne will call and get the presentation slides and will email them to the BOH members.

Letter from Brenda Dobson, Iowa Department of Justice, regarding County Boards of Health Budget and Personnel

Bioterrorism money

Capability 8 Medical Counter Measurers

Dr. Withers and Betty seconded the budget revisions for the revenue & expense accounts for the I-4 grant, LPHS grant, and Preparedness grant.

Sheryl:

- Home Health results compare to similar agencies in the area 3 1/2 star out of the area. Looking at ways to improve
- Communicable Disease – Crypto & Campy
- Vaccine Charges – has been 2 years since changing rates on the vaccine. Jan made a motion to approve vaccine charges and Dr. Withers seconded. All were in favor.
- Submitted midyear report for Immunization grant. Population survey. Information for all people in the county not on just people we serve. Some of the people we don't have any control over. One of the issues. A lot of the children are getting their immunizations in Wisconsin or Minnesota and that information doesn't get registered in Iowa register so it doesn't get updated. It crosses over in EPIC from Wisconsin or Minnesota. If given in Iowa, it gets entered in IRIS, but isn't always entered into IRIS if given outside of Iowa. Haven't reached the national goal yet. Compared to other agencies, we are doing well. We are at about 45% for HPV and the state is about 20%.
- Audits – Cindy goes on visits that have wound care. Checked on 3 of them. Need to record weekly wound measurements or a big change. There was one that wasn't charted, but was in note book by the nurse.
- Documentation – order wasn't signed by doctor.
- Take pictures – have to sign a consent take a picture of the wound. One didn't have proper measurement in the photo. Discussed with the nurse involved.
- Clinical Records, Patient Rights, pulled 15 records. Advanced Directives, hard to get a copy for the records. Medicare is using a tool to not pay you if you don't have the advanced directives. There is a standard form that is filled out and the physician signs it.

- Discharge Planning – Medicare survey 485 plan of care has med list and orders to have doctor sign it and date and needs to be signed by a certain date. It is hard to get records back in a timely manner from University of Iowa, V.A. etc.
- Quarterly report was reviewed.
- Foot Clinic – 1st Monday of the month people pay \$30.00 to get their toenails trimmed. There is a limit of 12 each month to get done each month. It takes a lot of time for the staff nurses. They do an assessment. Doing preventative foot care.
- Dan made a motion to approve the LPH grant and Betty seconded. All were in favor.
- Sheryl is speaking at the Iowa Public Health Conference in April on decreasing the obesity rate. Sheryl is going to talk about natural resources and have little or no cost to get exercise in the county.

Expense & Revenue summary was reviewed for January and February. Jan made a motion to approve the revenue & expense summary and Dr. Withers second it. All were in favor.

Laurie's quarterly report was reviewed. Laurie wasn't here, but did submit an update.

K.J. of rural Lansing has an over abundant number of dogs and many complaints with the S.O. He was instructed by the Sheriff to work with the Humane Society to begin to minimize the number of dogs properly or possibly be court ordered to do so. Most, if not all, of the dogs have never been vaccinated for anything. He was referred to the HSNEI and since they are at capacity, they referred him to Amanda Meyer with HEART (Helping Every Animal Rescue Team). He was supposed to fill out and return a surrender animal form to HSNEI, unsure if this has actually happened, but 5 dogs were picked up on 10/30/18 with K.J.'s assistance. Eventually there will be another 7 to pick up with remaining with K.J. and assistance from HEART to get lowered vet cost for the spay/neuter procedures as well as all required vaccinations. When HEART got the first 5 to the center, 1 young pup acted sickly. Amanda gave all 5 a series of vaccinations including Parvo and a worming. The sick one ended up being taken into a veterinarian because it was so sick, it died later that same evening and the cause was determined to be Parvo. Because of its severity and being highly contagious to other dogs, the 4 remaining dogs needed to be quarantined for 14 days on site and K.J. was to quarantine the remaining 10 dogs on his property. He is also supposed to be taking fecal samples to the Waukon Vet clinic for testing to see if the remaining dogs are sick with the virus too. To date, he is not complying with this and Amanda from HEART is working with Attorney Kistler and Sheriff Mellick about it. The 7 that are to come to HEART's facility already have a placement in another Humane Society, but due to the parvo and its seriousness of it all, they are on standby until they can be assured that K.J. has done as required in providing fecal samples and the dogs are all cleared and vaccinated for the virus. Asking if the BOH feels there is any leeway in the line item of Infectious Disease to help offset some of the cost that the HEART non-profit organization has incurred while taking on these dogs. She is also not allowed to board any dogs in this particular building for an additional 2 months following the quarantine.

According to an email from Katie Houlihan from HEART on 2/12/2019, Amanda is no longer with HEART, but K.J.'s dog problems are not going away. They are asking me, the Sheriff and the Asst. County Attorney to help them get the remaining dogs from K.J. No one seems to know for sure how many there may be, but its guessed to be close to 20 or 30 including puppies and they are all for the most part ferrel so this could be an issue, Sheriff Mellick wants to try to bait them with food into a kennel and the assistance of the Iowa Rescue League may be needed.

On Saturday, February 23, 2019, Brenda Flatjord and Katie from HSNEI went to K.J.'s property to retrieve more dogs. K.J. was very cooperative and helpful in assisting to gather more dogs. He had 2 young adult dogs and another female in the house that he wants to keep, but she had a small litter of pups and he'd part with the 2 living pups once they are old enough to be weaned. There is also an older female outside that he'd part with when they come for the 2 pups. He mentioned that day that there was another very young puppy in the barn. There still are at minimum 6 very feral adult dogs running and it will be difficult at best to try to catch them without using trap. HSNEI left about 20 pounds of dog food and a large live trap to help K.J. try to catch these dogs. He'll report to them as he catches them. Brenda said when they got the 3 dogs that the puppy was put on I.V. and syringe fed her for a few days and is doing well. The female adult was scared and

believed to be pregnant. The male was scared and got very aggressive and ended up biting. This dog was euthanized and was rabies tested. The test came back NEGATIVE. HSNEI will keep working with K.J. about catching the 6 ferals and will return in the next few weeks for the 2 pups in the house and the older female as mentioned above.

Laurie will be attending the Healthy Postville event on Thursday, March 7th. She will have a booth with information on Radon, Private Wells & Water Sampling and Septic System Health. The sponsor, RC & D, has a federal grant and will be offering free radon kits and lead screenings for people from the city of Postville and the Postville School District. Laurie will have some radon kits available for sale for people who do not live in Postville or the school district, and will also take information from people interested in getting their well water sampled in rural Allamakee County.

Laurie will be attending a continue E.D. class in Calmar Tuesday, March 12th regarding Chapter 69 (Septic Rules).

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 8, 2019.

ADJOURNMENT: Dan made a motion to adjourn at 12:51 p.m. Jan seconded it. All were in favor.
VMH Community & Home Care

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

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: May 29, 2019

TIME: 11:32 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

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

MEMBERS ABSENT: Betty Hogan

OTHERS PRESENT: Laurie Moody, Allamakee County Sanitarian; Jennifer Kimber, Helping Services for Youth & Families; Sheryl Darling-Mooney, R.N.; Lisa Moose, R.N.; Marcia Oltrogge, Executive Director; Northeast Iowa Behavioral Health; Erin Barkema, Region 2 Community Health Consultant 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 11:32 a.m.

OLD BUSINESS: Dan made a motion to approve the minutes with the recommended changes. Jan second. Everyone was in favor.

NEW BUSINESS:

Marcia from Northeast Iowa Behavioral Health is now coming to the Board of Health meetings instead of Marie Shaw. In January IDPH developed a new network that covers all gambling, treatment and preventive services in Iowa. Helping Services is subcontracting with them to do the prevention portion of it. NEIBH is now doing gambling treatment as long as Community Mental Health Center and the regular substance abuse treatment. There is a Methadone Clinic in Decorah providing methadone through a program in Decorah to individuals who are struggling with addiction to heroin and other opioids. They take Medicare, Medicaid, and most private insurance and a sliding fee scale to qualify for mental health and substance abuse services. There is a grant to help pay for individuals that are getting services through the methadone clinic to help pay for their cost. They are in negotiation with Iowa Total Care and have signed with Amerigroup. There is a substance abuse and mental health office in Waukon on Allamakee Street.

Jennifer Kimber gave an update:

- Domestic Abuse Advocacy
 - 24-hour resource line 800-383-2988
 - Support groups for victims – Spanish speaking survivors in Postville
- Family Education Support team – birth to age 3.
- CBC (Community Based Approach Child Protection) Program – subcontracted through HAWK and won't continue to do it. It will go back to HAWK.
- Integrated Provider Network Grant – subcontract through Northeast Iowa Behavioral Health cover 5 counties.
 - National Drug Take-Back Day in April. In 6 counties in Northeast Iowa there was 540.2 pounds of unused prescription drugs collected that day.
 - Hidden in Plain Site event at the Family Wellness Fair at Veterans Memorial Hospital. If anyone wants to use the trailer, it is free to the end of June..
 - Education with tobacco retailers on ABD's new ID scanner app. This is a free app on the phone that will let them know if it is ok to sell alcohol and tobacco.
- Tobacco Use Prevention and Control Grant
 - 4 businesses in Allamakee Co. adopted nicotine free policies.

- 2 in-home childcare providers have adopted nicotine free policies this quarter.
- Youth Substance Abuse Prevention Services Grant
 - Youth Substance Abuse Prevention Service Grant – has 1 year extension funded until 2020.
 - Youth Mentoring program – received a new grant Office of Juvenile Justice and Delinquency Prevention through Iowa Mentoring Partnership that started April 1st make 25 mentor & mentee matches by July 1st (Allamakee, Howard and Winneshiek Counties).

Sheryl presented the following reports:

- 27 infectious diseases were investigated this past quarter.
- Health Promotions – Blood Pressures – can get B.P. checked in office free of charge and different events in county and 2 x month in the community.
- TB – Do follow ups.

Lisa presented the following:

- Measles - watch time for following up with the County in Iowa has ended with no new outbreaks. It is the most communicable disease that public health deals with. For every positive case – can get up to 19 more cases. Iowa has only 2 cases.
- Q.A. Wound Care – No troubles with technique. Bruises and blisters are considered a wound, the nurses measure them. Sometimes an omission with the depth measurement.
- Medication Audits – go into home. People pick up over the counter medicine and need to update med list. This is something that needs to be updated. Anti-biotic – Infection Control program. Over use and missed use of anti-biotics. Auditing every anti-biotic that has been ordered in the agency to make sure it meets criteria. U.T.I, respiratory and several different infections are being monitored. Working with both clinics physicians to develop criteria to get antibiotics. Looked at McGuire's criteria. Presented at the last months med staff. Providers asked for Home Care to call them when they have a patient that met the criteria.
- Improvement in Oral medications managements. Showed 87% of clients improved in this score, the state rate is 73% and the national rate is 68.3%. This is the area that they got 0 points for Value Based Purchasing score. Went from low performance to high performance category.
- Chart reviews – 20 charts excellent review
- Used to have Press Ganey for the patients survey results now have Data and they don't have reports. Lisa goes onto CMS website to find out how the agency ranks with other agencies in your area. Patient satisfaction – data every quarter patients get a questionnaire to fill out to rate your care.

Received a letter on the audit that was done and everything was ok. Tim does these every 3 years for the IDPH state contracts.

Allen's Women's Health was in the packet Planning 10 – Courtney Adam sent a report.

Laurie gave her reports:

- Iowa DNR Contract period for Septic Pumper Inspections was amended from 1 year to 2 years – due to timing of the contract being due back to IDNR, Jeanne signed it early.
- Laurie sent in the annual report for Septic Pumper Inspections with 4 contracts. Her department will receive \$2,300 from the state for the inspections.
- Due to recent heavy rains, Laurie has been getting calls about septic system getting inundated with surface water; floor drains backing up, basement wall seepage & water well contamination concerns.
- 3rd quarter reports:
- Time of Transfer, regarding “Binding Agreements” Laurie only gives the requesting party (on average) 6 months for future inspection, installation or demolition. Even if someone sells property privately, they still have to do a time of transfer inspection unless they qualify for one of 11 exemptions. Recorder office usually checks that the ground water hazard statement is filled out and necessary paperwork is attached. This has been an Iowa DNR rule since 2009.
- Radon Test – selling a lot of kits out of the office in the spring. Postville had health fair that was well attended, but Laurie only sold 1 radon kit there. Last year (May 2018) from the Veterans Memorial

Hospital health fair-of the ones sold (33) more than half of them failed to send the kits in as instructed or never sent them in for testing at all.

- Water Testing, even as cold as it was, there were a lot of private water samples collected in the quarter. There were 57 private & public water samples collected, 1 well permit issued and 4 wells plugged.
- Grant to Counties has used \$16,517 of the \$30,927. There was no reallocating of funds for this year.
- As one (PWS) public water supply (restaurant) closed in Harpers Ferry, a newowner opened it back up. Laurie is working closely with the new owners about doing proper daily monitoring of chlorine residual and will do monthly bacteria sampling per their food & water supply license.
- Assisting another PWS (bar) in Waterville in completing the appropriate paper work through the IDNR for drilling a new PWS well at the site. This well construction permit will be issued through the IDNR and not the county due to it being a public water supply. The city of Waterville has city sewer, but not city water.
- Another PWS in Rossville (restaurant) septic system needs to be replaced. The new septic system to be installed will go through multiple treatments and the effluent will go to a sand filter. There could be minimal discharge that is legally allowed to discharge to the county road ditch. Due to that effluent going to a county owned ditch, Laurie is requiring the installation of a UV light disinfection of that water to further reduce bacteria levels. The new septic system will be a minimum of 100' to any well.
- Complaint #1 –A private rural residence has had multiple complaints made to include rodents, weeds, unsafe buildings, no proper water/sewer connections, soiled hygiene items being improperly discarded, abandoned vehicles and more. The septic system on the property is not functional and the water was shut off due to not paying the bill (shared well in a small, private subdivision). There was an attempt to have certified mail served on the female owner, that came back as undeliverable. Working with the County Attorney, it was decided to have the Sheriff's office contact the male owner and serve him papers. In that paper service, the owners of the property were asked to contact either the county attorney or Laurie within a few days of being served. The male owner did call Laurie and came into her office to discuss the situation and reviewed pictures. Options on how to recycle certain items, obtain dumpsters for non-recycled items, a portable toilet and possibly financial assistance were discussed. The owner was apologetic and seems to be willing to get the cleanup underway. Laurie gave the BOH members pictures of the place.Iowa Code for nuisance is limiting.
- Laurie has asked the land owner to make weekly reports to her as to the progress of his clean up efforts and will make unannounced visits to ensure the efforts are legitimate. Additional updates to follow.
- Laurie found an old Board of Health ordinance signed officially July 25, 1972 by the supervisors. Approved by the supervisors again in 1991, however, the Auditor's office couldn't find it in the minutes back at that time. Need to find if Board of Health minutes adopted a nuisance ordinance that was maybe revised in 1975, 1979, and 1991.
- Complaint #2 - A landowner by Churchtown has had complaints made against him & his mother regarding a multitude of dogs...not only the number of them, but the overall health condition of them.

Late last fall 2018, HEART (Helping Every Animal Rescue Team) was at this property and with the land owner's assistance, was given a few puppies and an adult female dog as rescues. One of the puppies was sick and ended up dying of Parvo. The positive parvo shut this HEART member's personal facility down for a 3 month quarantine and loss of the ability to take on more animals for that period. This HEART member is who the BOH gave a \$125 donation to because of the parvo incident. HEART is a private group of individuals similar to that of the Humane Society. This landowner had in the range of 20-30 dogs and was seemingly working with HEART to reduce the numbers by surrendering them, however, he has not been honest with the group and it has been discovered that he has more dogs and puppies than what he originally told them. According to

HEART members, the dogs are full of ticks, sick with parvo, lymes disease, and inbreeding. Some are severely injured and left without any vet attention. Laurie met with Allamakee County Sherriff, Clark Mellick, Assistant County Attorney, Jill Kistler & 2 female volunteers from HEART at a meeting at the SO. The landowner suddenly showed up at this meeting and discussed the problem and how he was willing to surrender more dogs & puppies to the HEART volunteers. He had a female with 3 puppies and a male that he surrendered to them that day. None of them have been vaccinated. He is being allowed to keep 1 spayed/vaccinated female for his assistance in gathering the rest of the dogs on his farm. HEART said they have spent over \$10,000 for the 40 plus dogs taken off the farm since last fall! He is allowing the HEART volunteers to come out and take any of the remaining dogs he catches and do a walk through to find any that may be hiding.

- Because of the nature of nuisance complaints and the multiple offices that these complaints involve, Laurie as Environmental Health & BOH, County Attorney Tony Gericke, Zoning Administrator Tom Blake and Sheriff, Clark Mellick are working jointly on possibly developing a county wide nuisance ordinance.
- Winneshiek County does mandatory certification with required CEU's for their septic system installers. Clayton, Fayette & Allamakee are considering the same. Winneshiek County (Doug) is happy with the way the program has worked out and how it has somewhat eliminated the "weekend warrior" installer.
- Animal Bites 3 Dogs 2 Cats. 1 animal was destroyed and tested – negative. 1 person went through the rabies series.

Board of Health Expense account Other – T.B. Pertussis name change to Communicable Disease. Change definition on report. Will put on the July 10th agenda to vote on the terminology.

Expense & Revenue summary was reviewed.

Erin is going to do a full orientation with Betty. The board roles and responsibilities documents were handed out by Erin to the members. Two different ways the Boards are structured; county and hospital based agency. Chapter 137 –Iowa code; what laws and orders and what is the legal authority of the Local Board of Health. Public Health is required immunizations, communicable disease follow up, and environmental health. Can do personal care services or population based services as part of the grant. Chapter 77 – Administrative Code; meeting the needs of the county. Relationship with Board of Supervisors and BOH. What Board of Health does and the roles of members functions and where the funding comes from. Erin will set up a meeting with Betty and the other members would like to review it with her.

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, July 10, 2019.

ADJOURNMENT: Dan made a motion to adjourn at 1:00 p.m. Dr. Withers seconded it. All were in favor.

VMH Community & Home Care

APPROVED BY: _____ **DATE** _____

Jeanne Stein, Chairperson

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: July 10, 2019

TIME: 11:31 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

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

MEMBERS ABSENT: None

OTHERS PRESENT: Courtney Adam, Community Action; Maxine Grotegut, IPFS Coordinator; Sheryl Darling-Mooney, 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 11:32 a.m.

Jan made a motion to approve the minutes. Dr. Withers second. All were in favor. Motion carried.

OLD BUSINESS:

NEW BUSINESS:

Maxine presented the following:

- Iowa Youth survey results came back from the state 6th, 8th, 11th grade students. They chose 11th grade to represent as the ones to evaluate, real close to the state average. Still haven't heard if there is an extension on the grant.
- Had 4 trainings for responsible beverage server, only 2 people showed up out of the 4 trainings that were held.
- 2 compliance checks and had 1 failure.
- The grant ends September 30, 2019.

Courtney presented the following:

- Resources are limited
- A report from Department of Public Health 212 women are reproductive age for Allamakee County
- 68% women don't receive care until 2nd trimester for Allamakee County
- Seeing 2,870 kids' youth programming in the last year – funding just renewed 2 year contract period.
- Picked up 2 more counties – going to Floyd & Mitchell County since they currently aren't being served.
- Winneshiek County is participating in a state wide free testing for HIV pharmacy program. Free testing for anyone (teens and adults are welcome for testing).

Laurie presented her quarterly & end of fiscal year reports:

- Did 304 water samples for the year
- Sold 95 radon kits for the year
- Handled 30 animal bites for the year
- Inspected all the Public Swimming Pools, but Lansing as it just opened on Monday, July 8.
 - Inspected Waukon pool on Tuesday, July 9th. Its first day open was May 31st, but the first water sample wasn't until June 15th. Went over 2 weeks without bacteria testing. They have to have at least one water sample submitted per month that they are open. This will be a violation on their inspection.

- Grant to Counties program had \$5,900 that wasn't spent. That money will go back to the state grant program.
- FY 20 grant application submitted June 13th and haven't heard from it yet.
- Laurie received an email from Department of Public Health that they are dropping the tanning bed contract program due to lack of funding. IDPH will continue to issue the permit for the tanning facility, but it is up to the counties to have their own inspection program. The county would have to draft their own code if they want to continue inspections.
- There isn't a minimum age requirement in the state of Iowa to tan, but you need to be at least 18 to work the counter at a facility.
- The County receives \$33 per bed inspected. Laurie inspects 8 beds at 4 places. Waukon has 1 with 4 beds and 1 with 2 beds, Postville has 1 bed and Lansing has 1 bed.

Dr. Withers wanted it noted that the Board of Health received the report from Laurie that the state is getting rid of the tanning bed inspection contract with counties. They have dropped it due to lack of funding. Laurie has an email that she will send in to be a part of these minutes. This goes effect January 1, 2020.

- Laurie will continue to inspect tattoo establishments and public swimming pools as a contract with IDPH.
- Per a complaint by neighbors, Laurie met with the gentleman in the rural northern part of Waukon area in regards to the complaint about junk and garbage on his lot. He was well received when he visited with Laurie in person and he was very apologetic that he let it get so far. Laurie gave him information and contacts on dumpsters and on what garbage can be put in it.
- His house is falling in and unlivable, the septic system has failed and he has been cut off the shared well and electricity. He is living out of his car at times and with his wife out of state at other times. Laurie gave him a lot of options for help. He said he did get a hold of a portable toilet company and will contact dumpster companies. He's asked to call in every Friday and discuss his progress. Laurie will drive out and check his progress on unannounced visits.
- Another complaint was in Churchtown. The lot has about 9 cars and a few of them are parked in the right of way, which is a state highway. The complaining party will have to talk to the Iowa DOT about having the vehicles removed from the ROW as a visibility problem. She found no standing water but the home does seem somewhat abandoned. The grass is tall and unmowed, but there is no rural county ordinance for tall grass.

Sheryl updated the board:

- There have been a few cases of crypto and Infectious E-coli. With certain infectious diseases a person is unable to return to work or daycare until you have 2 follow up cultures that is negative.
- 2 cases of pertussis – 1 is part of a family with 3 other kids. A percentage of people often vaccinating their children. Some ethnic groups that do not routinely vaccinate. Most of them are children. Have put more information on social media and articles in the paper. Jeanne would like to keep up the importance of social media and do education to the public on vaccinations.
- The manufacturer of Shingles vaccination supply should catch up to the demand by the end of July. Our agency can give the vaccine to people between age 50 and up to Medicare age at Public Health. The vaccine charge is around \$400.00 in some facilities. Public Health is \$157. Public Health charges \$20.00 more than their cost.

Expense & Revenue expense for May and June were reviewed. Betty made a motion to approve as presented. Jan second. All were in favor.

Jeanne signed the Local Public Health Services and I-4 Immunization grant. Betty approved and Jan second. All were in favor.

On the County Expense Summary line item 01000 03000 399 23 757 labeled Other would like to have the sub title read Communicable Disease instead of TB & Pertussis. Dr. Withers made a motion and Betty seconded. All were in favor.

Dr. Withers would like Erin Barkema to come and give the Board of Health members a more detailed orientation.

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 11, 2019.

ADJOURNMENT: Jan made a motion to adjourn at 12:40p.m. Dr Withers seconded. All were in favor.

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

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: September 11, 2019

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; Sheryl Darling-Mooney, R.N.; Cindy Johnson, R.N. and Rosanne Wicks, Secretary

Call to Order Advisory Board at 11a.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:

Sheryl had some changes to the minutes. Jan made a motion to approve the minutes with the changes made. Dan seconded. All were in favor. Motion carried.

NEW BUSINESS:

QAPI/PIP (Performance Improvement) Reviewed Improvement in management of oral medications.

- To comply with regulation for the conditions of participation Community & Home Care has to track previous PIPs to ensure that the improvement is sustained. The range did vary and at times fell below the goal; however, with the average and then total 12 month average, they have sustained the improvement.

Cindy presented the audits:

Wound Care

- During Community & Home Care's Medicare survey they were cited on wound measurements. The length, width and depth of wounds should be documented weekly. Audits looked good, with only one issue. One audit did not have one week of measurements documented due to cancelled nursing visits due to several doctors' appointments for the client.

Acute Hospitalization

- This is our current performance improvement project. Our goal is to reduce or prevent hospitalization. The data included five clients. Three of the five clients were hospice appropriate, but chose not to be on Hospice. People at end of life often have more health issues to manage. The agency is trying to provide more information to clients and families for when Hospice services are appropriate. The other two people were recommended to go to the nursing home, but chose to stay at home. Some of the interventions to attempt to decrease hospitalizations were to place in all clients home "Call Me First" Posters. These are colorful posters with the agency logo and phone number on them. When someone is admitted and a problem/concern is identified the agency front loads visits. In certain situations phone calls are also made to follow up with clients.

Sheryl presented:

- Local public Health service grant was \$45,769 will be used up by the end of November.
- Program quarterly reports were reviewed.

- Home Care has been very busy. People that are admitted are sicker and sicker. Provide information to Hospice. Some of them are hospice appropriate.
- Infectious disease follow up – 14 that were investigated. There was a couple that took a long time because nature of the disease. It is a long follow up process.
- Sheryl is giving a talk about the infectious disease down in Ames. If you have 3 cases it is considered an outbreak.
- Have LTBI cases always going on.
- End of Year Report was reviewed.
- Midyear report on Immunization services. Tract statistics in everyone in the county, not on the ones that we serve. Can't do anything about the ones that go elsewhere.
- Public Health grant performance measure is a success story and that is due September 30th..
- Shingles age group is 50 to Medicare age. Flu vaccine is coming in. Recommend people to get flu shots by the end of October.
- Infectious Disease follow up summary. Last year 31 cases in our county. Like you to make contact on the person within 48 hours. They changed the guidelines for next year. There were cases that took more than 7 days because the nature of the disease.
- Program Evaluations were reviewed.

Jennifer presented the following to the board:

Domestic Abuse Advocacy

- Support groups which have included doing yoga, art therapy, cooking, walking and meeting the survivor's interest needs.

Family Education & Support

- Family Educators go into home serve families with children from birth to 3, provide child development information, weight checks, activities to do with your child and connecting them with the community and other resources.

Prevention Service

- New Allamakee County Health Profile
- Integrated Provider grant wants to focus on coalition work
- Providing presentations on Generation Rx to adults
- Providing presentations on Your Life Iowa – alcohol, tobacco, gambling, suicide
- State wants to focus on legalized gambling problem. Sports betting is legalized now in Iowa.
- Driver's Ed education students in Eastern Allamakee
- Jennifer became certified as a TIPS instructor (Training for Intervention Procedures) and will becoming certified to implement Evidence Based Support Groups for middle schoolers. Children whose parents are substance abusers.

Tobacco Use Prevention and Control Grant

- New focus of the fiscal year is to increase the number of nicotine free parks and trails within the county
- Nicotine free businesses still remain a part of the grant goals. Not a lot of nicotine free parks & trails in Allamakee County.
- Quit kits are available to hospitals, clinics, and or worksites to hand out.
- No cost coaching with Quitline Iowa 1.800.QUIT.NOW

Jeanne suggested radio, newspapers, social media, and send information to the school about vaping. The county has in the budget to get 2 vaping machines. Dan said there is vaping machines and to talk to Jean Bossom. There was a reservation at the school. Jeanne will contact Jean to see where she is at with it. They detect the vapor in the bathrooms. Getting decoys and moving them around.

Youth Mentoring Grant

- Mentoring for youth impacted by opioids 16 matches with opioids across 3 counties.

Youth Substance Abuse Prevention Service Grant

- Radio ads, articles looking for more mentors. Screening and background checks.
- Allamakee has 14 mentor/mentee matches

Tooth Allamakee from I smile coordinator Kyane Smith was reviewed. Allamakee County is depending on this program to catch the children. How long does this fluoride varnish work?

Expense & Revenue report was reviewed for July and August. The description on the expense was changed to Other Communicable Disease. Dan made a motion to approve Expense & Revenue as submitted. Dr. Withers seconded. All were in favor. Motion carried.

Dan gave an update on a person Laurie was working with regarding cleaning up their property. The neighbors are providing the dumpster. He has been filling it up, there has been progress there. This person has been still living in their vehicle and in the campgrounds.

Dr. Withers was wondering if heard anything about rescheduled orientation for Betty. Have not heard from Erin Barkema on anytime yet.

The weeds did get cut a little in Chuchtown. The lilies are still there and they are still blocking the view.

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

Meeting adjourned at 12:16 pm

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, November 13, 2019.

ADJOURNMENT: Betty made a motion to adjourn at 12:16 p.m. Dan seconded it. All were in favor.

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

ALLAMAKEE COUNTY BOARD OF HEALTH SPECIAL MEETING MINUTES

DATE: October 3, 2019

TIME: 9:00 AM

LOCATION: Veterans Memorial Hospital Education Conference Room

MEMBERS PRESENT: Jeanne Stein, Board Chair, Dr. Bill Withers, Jan Ellingson, Betty Hogan, Dan Byrnes, Board of Supervisors.

MEMBERS ABSENT: None

OTHERS PRESENT: Laurie Moody, Environmental Health Specialist/Sanitarian

Meeting was called to order by Chair at 9:05 AM.

OLD BUSINESS: Last meeting minutes are not typed yet.

NEW BUSINESS:

BOH chair presented an overview of a concern made known to her on September 26, 2019. As a result of the new VMH Chief Financial Officer (CFO) re-structuring departmental assignments, concern arose that the current BOH secretary, Rosanne Wicks, may not be able to continue to provide services to the BOH as she is being assigned many new duties as part of her new job description. Since the BOH does not have an office and because of HIPAA/sensitive information we have need of a secure computer system which means the BOH secretary needs to be either a VMH employee (since we contract with VHM/C&HC to provide our public health services) or other BOH employee with a secure computer system.

Much discussion followed. Laurie Moody, BOH EHS was asked if her Administrative Assistant would have the time to be assigned these extra duties. See attached rough estimate of BOH secretary duties.

The following motion was made by Jan Ellingson and seconded by Betty Hogan:

Motion: To re-assign/add Board of Health secretarial duties to BOH/EHS Administrative Assistant job duties with training with the current BOH secretary to begin immediately and official appointment to be done at the January organizational meeting.

All were in favor. Motion carried.

Laurie agreed that the Animal Bite Packets that have been part of Rosanne's assignment should be immediately transferred to her office since she is directly responsible for these investigations.

BOH chair presented an overview of a phone call received from Laurie Moody, EHS on September 30, 2019. Laurie expressed concern that her current Administrative Assistant had applied for another job within the courthouse at a much higher salary. She requested a special meeting with the full Board to discuss salary concerns. This position is split 50-50 with EHS and Planning & Zoning. The current salary after a BOS meeting to bring the Zoning side of the split back to 50-50 is \$31,765. Laurie has requested over the past few years to bring this salary more in line with other comparative courthouse employees.

And is now asking for a significant increase to avoid losing a very valued employee.

Laurie was asked what would happen if Melinda did not get offered the new job. She stated that she still wants the increase to bring this position up to a more comparative line. Much discussion followed.

It was conceded that with the new increase in duties, she deserved a raise. More discussion followed.

The following motion was made by Dr. Withers and seconded by Betty Hogan:

That due to VMH restructuring of departmental duties and with the voted on addition of duties to the EHS Administrative Assistant that this position receive a raise not to exceed \$35,000/year.

All were in favor. Motion carried.

Jeanne informed the Board members that she has a meeting with the VMH CFO immediately after this meeting to discuss with her the transition of duties and the need for Rosanne to be able to train the EHS Administrative Assistant over the next two months.

ADJOURNMENT: Dan Byrnes made a motion to adjourn the meeting. Jan Ellingson seconded.

All were in favor. Motion carried. Meeting adjourned at : 11:05.

**ALLAMAKEE COUNTY BOARD OF HEALTH MINUTES
SPECIAL MEETING**

DATE: October 8, 2019

TIME: 9:01 a.m.

LOCATION:-Allamakee County Board of Supervisor's Office-Courthouse

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

MEMBERS ABSENT: None

OTHERS PRESENT:Laurie Moody, Environmental Health Sanitarian and Denise Beyer, Allamakee County Auditor

Call to Order Board Of Health Special Meeting at 9:01 a.m.

Jan made a motion to approve the Special Meeting Minutes from October 3, 2019 and Dan seconded. All were in favor.

New Business:

Review of motion made at October 3rd meeting for possible addendum/amendment regarding the language in the transfer of the BOH secretarial duties to the Environmental Health Administrative Assistant (Melinda Berns). Per the motion in the October 3rd meeting for these new duties "to begin immediately", Dan made the motion for them "to be effective October 13th, 2019" to coincide with courthouse payroll dates. Dr. Withers second the motion. All were in favor. Motion carried.

Further review of October 3rd meeting discussion with possible amendment/addendum:

The last minutes reflected Melinda's salary coming from both the Zoning & Env Health Departments now at 50/50 @ \$17.32/hr each. Tom Blake's Zoning Dept will pay \$15,883 out of his budget but the Board of Health would now pay \$17,500 for a \$1,618 increase for Melinda's salary for the rest of this fiscal year, in doing so, Laurie would be paying approximately 52% and Tom paying 48% of Melinda's salary out of their budgets again. It is the goal of Laurie & Tom to get the administrative assistant's salary to \$35,000 annually and the 2 departments get back to 50/50 on the pay. Tom's portion of Melinda's salary will be determined by the Board of Supervisors at budget time. Jeanne stated she depends heavily on the Board of Health secretary and assumes this will add 25-40 hours a year increase to the EH Administrative Assistant's current job duties.

Denise Beyer had questions about how Laurie's office receives funding to the Grant to Counties well grant. Laurie reviewed the process of the "Grants to Counties" annual grant program. The "Grant to Counties or GTC" grant program is funded by the Iowa Fertilizer & Pesticide fund and is supplied each year by a percentage of purchases of those items in an effort to monitor & prevent ground water contamination. The grant must be applied for every year and it has been a revenue source for over the 26 years Laurie has been with the county. It starts July 1 and ends June 30 of each year. There is a set fee determined by Iowa Dept of Public Health (Grant supplier) that can reimburse landowners for plugging and rehabilitating private wells. A small fee is charged for water sampling private wells. There is an automatic administrative fee for doing all this work and that too is set by IDPH. Certain promotional items such as advertising and equipment expenses with receipts can be sent in and reimbursed through this grant with limits that IDPH sets.

The 04000 Well Grant Fund that is held in the Treasurer's office is prior years (not to be confused with CURRENT YEAR) of GTC monies that were paid to the county for work that was completed but due to the difference in what amount the grant pays for that work and what that work actually cost, there is an excess in the "04000 Well Grant Fund". Over the past 26 plus years, that amount has accumulated. This grant reserve fund is around \$68,000. It currently pays a portion of both Laurie & Melinda's salary. Laurie's office is still

waiting for the 4th quarter of the 2019FY to come in (around \$8,000) and the 1st quarter of the 2020FY (Estimated to about \$9-10,000) to be able to be entered into the IDPH's web site for reimbursement. Their system is down for updates and its taking considerably longer to get it up & running than thought, so that funding has not yet been entered into their system. Once received, the 04000 Well Grant fund would be in the \$90,000 range (where it usually averages).

Dr. Withers made a motion to amend/clarify the motion that was made on October 3rd to state that due to the restructuring of VMH departmental duties (no longer allowing Rosanne to be a part of the BOH) and with the voted on addition of duties to the EH Administrative Assistant and the need for HIPPA compliance, that this position (EH Admin Secretary) receive a raise not to exceed \$17,500 for the remaining portion of FY2019 for the Board of Health portion effective 10-13-19. Funds will come solely from the 04000 Well Fund. Dan seconded it. All were in favor. Motion carried.

Jeanne met with Roxane Schleich the hospital CFO and explained the BOH is very committed to the hospital. The hospital has some problems with hospital personnel leaving the building and coming to the meetings due to other duties at the hospital. Jeanne said that the BOH is willing to take the duties away from the hospital and to transfer to the other BOH employee, Melinda Berns. Rosanne will be coming to the November meeting to take the minutes, type up the minutes, train Melinda along with working on the BOH budget. The animal bite packets and distribution of them will be taken over by the Environmental Health office immediately.

The Board of Health budget that involves Community & Home Care will stay within Community & Home Care and stay with their secretary.

Full audio minutes are available at the Environmental Health Office.

ADJOURNMENT: Dan made a motion to adjourn at 10:08 a.m. and Jan seconded it. All were in favor.

APPROVED BY: _____ **DATE** _____

Jeanne Stein, Chairperson

ALLAMAKEE COUNTY ADVISORY BOARD

DATE: November 13, 2019

TIME: 11:37 a.m.

LOCATION: Gus & Tony's Pizza and Steakhouse

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

MEMBERS ABSENT:

OTHERS PRESENT: Jean Bossom-Allamakee County Substance Abuse; Sheryl Darling-Mooney R.N., Laurie Moody- Environmental Health Sanitarian, Melinda Berns-BOH secretary, 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 11:38 a.m.

Dr. Withers made a motion to approve the September 11, 2019 minutes. Dan seconded. All were in favor. Motion carried.

October 8, 2019 Special Meeting minutes-- Jeanne & Laurie had additions & corrections (**in bold**).

- Location of meeting should be **Courthouse- Board of Supervisors office**.

Under New Business:

- Change use of the word "Courthouse" to **Allamakee County** throughout the entire 2nd paragraph.
- Correct word in 2nd sentence to read, "The courthouse **is not...**", instead of weren't.
- Addition to 3rd paragraph, add "The grant **reserve fund** is around \$68,000.
- Addition to 5th paragraph, add words "...animal bite packets and distributing them will be **taken** over by Environmental Health office **immediately**
- The adjournment motion should be 10:08 **a.m.** not p.m.

Dan moved to approve the special meeting with the additions & corrections. Jan seconded. All were in favor. Motion carried.

OLD BUSINESS: None

NEW BUSINESS:

Jean Bossum, director of substance abuse gave the board an update.

- The grant funding started in 2010. The survey 53% of 11th grade students said they had at least 1 alcoholic drink in the past month. This year 21% of the 11th grade students said they had at least 1 alcoholic drink. There has been a 30% decrease. Chose Allamakee County for the grant funding for underage drinking. Allamakee was number 1 out of the 99 counties for underage drinking. Allamakee is now in the state average for underage drinking.
- There are a couple areas of concern. 6th grades students hasn't changed. 5% of 6th grade students have used alcohol in the past month. The state average is 3%. Maybe they might have to start talking to them when they are in 5th grade instead of 6th grade.
- 2010 – 2018 decrease of 8% of trying marijuana in middle school. Below the state rate of using marijuana.
- Electronic cigarette use. 2014 was the first time questions showed up. Students didn't know at that time what they were. Looking at 2016 & 2018 there is 7% increase use in 6th; 9% in 8th graders and

28% use in 11th grade students. 32% of 11th grade students said they have tried electronic cigarettes. Currently there aren't any evidence-based programs for vaping. Curriculum "Catch My Breath" used in Waukon middle and high school for vaping.

- Detector is placed where adults can't be. Picks up vapor from electronic cigarettes. \$995.00 for 1 vapor machine. It sends message to an administrator or teacher to a cell phone that they are vaping. Supervisors created a grant program. County will contribute \$1,500 to the school as long as they contribute \$1,500. ACSD doesn't want to pursue this. Will go to Postville and Lansing school. They were hoping that electronic cigarettes will be illegal. They create a dummy sensor. Cost \$195.00 per devise.
- Purchased DVD How to Quit Vaping and Smoking from an Education Company directed to students. Referred a student to Quit Line Iowa and since they were 16 they couldn't help. Gives 5 resources to quit vaping. Number of referrals have been down. The media has helped.
- Media campaign on celebrating the holidays responsibly. Students and ASAP will be going to KNEI to tape announcements and will be having information in the paper week between Thanksgiving and Christmas.

Sheryl presented:

- Communicable Disease Report – seen a rise in legionnaire disease (condensation air conditioner, hot tubs, shower head, humidity base)
- Quarterly Report was reviewed – out of flu vaccine for general public and won't be getting more in. More children are getting flu shots than before. They did immunize all school staff, senior citizens and hospital employees. Have been busy and lots of referrals.
- Q.A. – were reviewed and no one had any questions.
- Success Story for the Immunization grant was increasing influenza vaccination rates in the county.
- Waiver Service Program – hasn't changed much. Less dollars available. Look at ways to do Homemaker services when the reimbursement is all used up. Trying to keep cost down. There are other services in the county that offer it.
- Clinical review – review July 1st every year with patients. Patients have to participate in the careplan. Comprehensive Assessment – OASIS is done every 60 days.
- Plan of Care is looked at quarterly
- Homecare services – no concerns
- Wounds of patients are ongoing. They document, assessed, and measure wounds weekly.

Laurie gave her quarterly report:

- Grant to Counties program is expanding what they are testing water for to include some of the expenses of shocking wells that have been flooded. They are also including Arsenic to be covered.
- Department of Public Health is implementing a new computerized program for the grant but doesn't have it up and running yet, so no money has been paid out to the counties yet for the 1st quarter of FY20, this may take well into the 2nd quarter.
- 7 private wells were plugged and 1 well that was plugged was City of Harpers Ferry. They didn't get grant money because it is a public agency. A new well was drilled for the city office building and the new Splash Pad.
- 6 animal bites – 4 of the 6 bites the animal was given back to the owner after quarantine. 1 was a bat in child's bedroom and mother handled it and threw it out. (5 dogs and 1 bat).
- \$30,927 is the grant award for the year.
- October 2019-Melinda will be taking over for Rosanne.
- Revenue sheet that Laurie turns into the supervisor quarterly. \$43,381 generated for the county for the quarter.
- Churchtown – there isn't anything on the weed list. There is a legal septic system on the property. It is zoned agriculture and can't do anything.

- Variance application – for Tim & Kim Thomas @ 2397 Wexford Hollow Road, Lansing. There is a large dry run by the home & LP tank that is beginning to wash away with continued flooding. The couple plans to put a new home in. Where the new house would be going in, the existing septic system won't work. Looking at new septic tank and new drain field. A new drain field would only be 80 foot instead of the 100 foot from the well head. Laurie recommends to approve the drain field portion at 80 foot from the well head instead of the 100 foot. Dan approve the variance request for Kim and Tim Thomas and Jan seconded. All were in favor. Motion carried.
- Laurie has her required continuing ED for 2019. In the spring Laurie will do the CPO certified pool operator test.

Expense & Revenue expense for September was reviewed. October will be in the next BOH meeting, it wasn't ready since the Auditor's office didn't have it done because of the election. Betty made a motion to approve as presented. Dan second. All were in favor. Motion carried.

Leadership training – All of the BOH members are signed up except Jeanne didn't sign up. She doesn't have Wi Fi available. Melinda will be going on line a few days after the class and she can download it for the members to listen to it.

Kiane Smith report was reviewed on how the fluoride works on the teeth.

Jan's term expires December 31st and agrees to stay on. She will go to the courthouse and fill out an application.

Full audio minutes are available at the Environmental Health Office.

FUTURE MEETING: The next meeting for the Board of Health will be Wednesday, January 8, 2020.

ADJOURNMENT: Jan made a motion to adjourn at 1:06 a.m. Betty seconded. All were in favor.

APPROVED BY: _____ **DATE** _____

Jeanne Stein, Chairperson

Minutes taken by: _____

