

BOARD OF HEALTH MINUTES TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday April 26, 2021 – 12:00 P.M.
Meeting held via Zoom - Tama Co. Annex Building

Due to heightened potential public health risks related to the COVID-19 virus, all Tama County Board of Health meetings will be held electronically through ZOOM or by phone conference until further notice.

Present:

Micki Ferris –via Zoom	Shannon Zoffka	Jolynn Harger
Lori Johnson	Bill Faircloth – via Zoom	Sherry Parks, PA-C –via Zoom
Phyllis Dunlap – via Zoom	Duane Backen – via Zoom	Sherry Lutz – via Zoom
Heather Bombei –via Zoom	Darvin Graham – via Zoom	Dr, Polly Hineman – via Zoom
Tammy Wise – via Zoom	Corey Frank – via Zoom	Marty Hardon – via Zoom
Josh Seda – via Zoom	Jared Hasselman – via Zoom	Larry Vest – via Zoom
Tom Suchanek – via Zoom	Curt Kupka –via Zoom	Tessa Matherly –via Zoom

Absent:

The meeting was called to order by Sherry Parks, Chair, at 12:02 p.m.

Dr. Hineman moved to accept the Revised Agenda as presented. Micki Ferris seconded. Motion carried unanimously.

Dr. Hineman moved to accept the minutes of the March 22, 2021 meeting. Duane Backen seconded. Motion carried unanimously.

Reports:

Environmental Report: Sherry Lutz, who is the contracted Environmental Health Officer, spoke about how Tama County has not been following Chapter 69 requirements and how she is has been working with Corey Frank, I-DNR, to get our Agency to up Code. With the previous Environmental Health Officer there were no pre-inspections being done. When a new system is put in there is to be a pre-inspection, soil analysis and the post inspection. Letters were sent to the Tama County Contractors explaining this requirement. The same is true for Well Inspections. There needs to be a pre and post site inspection done. All contractors doing septic work need to be CIOWTS (Certified Installers of Wastewater Treatment Systems) certified.

There needs to be set timelines for our Binding Agreements. Some of the files that Sherry has reviewed has timelines of a year, some have 90 days. They need to be more consistent to avoid confusion.

Septic Permits also need to follow the process of paying for the permit before the system is installed. This is what Tama County’s Regulations are, but it was not being followed. Also, when Time of Transfers were being done, there were no reports being done – such as tank reports, and Dbox condition. These need to be done per Chapter 69, as it states we are to have documentation.

Director’s Report – Shannon Zoffka

Quality Assurance/Performance Improvement (QAPI): No new news.

Community Health Needs Assessment (CHNA): We received an extension until the Fall of 2023.

Supporting Kids in Prevention (SKIP): No new news.

Public Health Emergency Preparedness (PHEP): Monthly Public Health meetings continue and extra information sharing meetings as well via Zoom.

Human Resources: Interviews for the Environmental Health position were completed last week.

There were two interviews set up for the PRN Aide Position, both of which canceled.

Sherry Lutz, Iowa County Environmental Health Officer, began as our Interim Environmental Health Officer.

We have had two meetings with Corey Frank, I-DNR, to review Chapter 69 and Code. We have also met with Tim Grothier, I-DNR, to review our Pumper Contract, and with Carmily Stone and Mindy Uhle with IDPH to review Grants to Counties.

Sherry has updated our forms and Contractor list. Letters have been sent to realtors, bankers and contractors about our new procedures. Sherry has been trained on how to use our daysheets, she has reviewed the pending projects, and she has looked over our policies and procedures.

The 28D Agreement that we have with Iowa County has been reviewed by Brent Heeren and Rich VanderMey.

We have been working with Tammy Wise to be able to retrieve files, documents, communication and information in regards to Tama County projects with the past Sanitarian, which were done on non-agency email. We have found that many Environmental Health documents are not on our server.

Dirk Henle provided Car Care Basics training to Direct Care Staff that drive county cars.

Communicable Disease: There were no communicable disease cases in March, and one animal bite.

COVID:

No LTC are in outbreak status in Tama County.

Shannon has had conversations with the schools in regards to Prom and Graduation, with masking encouraged. Outdoor graduation is the safest option – if indoor, guidance is to limit guests, social distance, and require masks is the best approach. It seems most Proms have not included masks and graduation plans vary by districts.

Current case count: 2260 (at the last meeting we were at 2222). We had 15 new cases last week alone, compared to 17 total from April 1-17th. Today we have a 2.9% 14 day positive rate. Tama County has had 68 total deaths per the State count, but we are aware of 73. We continue to do case investigations as able.

Vaccine: Clinics continue, we utilized 24 volunteers throughout March. There were EMS, RN's, LPN's, PA, NP's and non-medical volunteers. All together there were 595.5 volunteer hours in March, which is equivalent to approximately \$15,000 if their hours were paid.

We have continued to receive 300 doses of Moderna Prime and 300 of Boost weekly. On April 5, eligibility for the vaccine was opened up to anyone 18 and over (Moderna cannot be given to anyone under 18). We expected to have quite a few calls for appointments, but actually only had one week that was very busy. Since then interest has decreased dramatically and we did not accept our allocation last week. This is what most counties, especially rural, are experiencing. Forty-three counties declined allotments the week before.

The State has done away with the 80% burn rate due to decrease in demand.

Maternal Health Program: Work on the credentialing process has resumed.

Home Health: Numbers continued to be monitored. COVID pre-visit screenings are to continue until further notice.

Waiver: March: Eight patients were served under the Frail and Elderly Waiver. There were 11 Maternal Health Home visits in March.

Financial Report:

Lori shared the Financial Reports with the Board. Admissions were up. Skilled Nursing visits increased from the previous month. Home Health Aide visits and hours were up from the previous month. Revenue decreased from the previous month.

A Budget Amendment will be done this spring for the grants that were not budgeted for and for the ones that we received an increase/decrease in funding.

At the last meeting, the Board had asked for a cost comparison between a Contracted and a Hired Environmental Health Officer. A Contracted EHO costs us \$1,115.18 a pay period and a Hired EHO costs us \$871.19 a pay period when they are at the top of their wage scale.

Duane Backen moved to approve the Financial Report as presented. Phyllis Dunlap seconded. Motion carried unanimously.

Public Comment – Contractors

Tom from Scharnweber commented regarding the soil analysis letter that the contractors received. He said that he doesn't know who to use to do this. Sherry said that she has a list that she has been working on, and she can send out to the Contractors.

Questions were asked what Contractors are supposed to do if they have already been awarded or submitted a bid without the cost of the soil analysis included. Sherry suggested that the Homeowner be the one to call for the soil analysis and they can give a copy of the report to the Contractor.

Corey Frank, I-DNR, said that Chapter 69 requires either a probe or a soil analysis to verify. They can look at soil maps to try and find the best place. Depends on the plumbing, and whether it is a new system or a system being updated.

Sherry said the decision was made by Shannon and Lori to have a third party do the perc test. The question was asked if Contractors could do the perc test. Sherry said the decisions should be made by the Board of Health. An advantage to have it being done by a 3rd party is that the liability is off the Contractor and the County.

There were several comments about cost concerns and extra time that this process will take for Contractors.

Marty Hardon felt that he was having to slow down on his jobs because he had to wait for the Sanitarian to come out to the sites, and now for the soil analysis part. Sherry said that she has no problem traveling if she has some notice. As far as the Soil Analysis person, she is trying to get people that are in the Waterloo/Cedar Falls area to come down here to perform those.

The Contractors also wondered if Tama County was willing to take calls from angry homeowners about the changes in pricing.

Tom from Scharnweber wondered about the ones that Todd looked at and there is no paperwork to be found and now the house has sold, how you would go back and tell the Homeowner that they have to upgrade because the rules have changed? Shannon said that if nothing is on file, the process has to start over as new.

Questions were asked if the Contractor needs to be there during the Soil Analysis. The answer was that they didn't have to be.

Lori Johnson shared that it was in our policy before that permits were to be paid before the work was started, this just has never been enforced by the previous Sanitarian.

Sherry Lutz shared that Repair Permits were a good idea because the County would be able to track and see if the repairs were done.

Board Members – Sherry Parks, Duane Backen, and Micki Ferris stated that we need to the Chapter 69 Recommendations listed in #5 under New Business so the County has guidelines in place.

New Business

A. Duane Backen moved to Approve & Authorize CEO/Executive Director to sign Contract #5885BT486 Amendment #7, for Emergency Response Multi-Year Program in the Amount of \$78,130. Phyllis Dunlap seconded. Motion carried unanimously.

B. Duane Backen moved to Approve & Authorize Board of Health Chair to sign 28D Agreement with Iowa County Board of Health for Sanitarian Services. Micki Ferris seconded. Motion carried unanimously.

C. Dr. Hineman moved to Approve & Authorize CEO/Executive Director to sign Contract Amendment #1, for the Grant to Counties Grant, reducing funding from \$30,300 to \$23,000. Phyllis Dunlap seconded. Motion carried unanimously.

D. Discussion was held about whether Tama County should continue or discontinue our contract with the State regarding Jackson County to provide Pools, Tattoos, and Tanning Inspections. After discussion, Duane Backen moved discontinue these services in Jackson County. Phyllis Dunlap seconded. Motion carried unanimously.

E. Duane Backen moved to Approve Sanitarian/Chapter 69 Recommendations

1. Certified Installers of Wastewater Treatment Systems (CIOWTS)
2. Permitting Process – Permits on hand and paid for before installation of the system.
3. Repair Permits
4. Time of Transfer Inspections
5. Binding Agreement Timelines
6. Soil Analysis Requirements

Micki Ferris seconded. Motion carried unanimously.

F. Dr. Hineman moved to Approve the Finance Committee Recommendations

1. Environmental Health Service Rate Changes
2. Updated Homemaker/Home Helper Wage Scale

Phyllis Dunlap seconded. Motion carried unanimously.

G. Micki Ferris moved to Approve & Authorize CEO/Executive Director to Advertise and Hire a PRN Homemaker. Phyllis Dunlap seconded. Motion carried unanimously.

H. Dr. Hineman moved to Approve & Authorize CEO/Executive Director to Hire an Environmental Health Officer. Phyllis Dunlap seconded. Motion carried unanimously.

I. Duane Backen moved to Approve un-retiring the Home Helper (Direct Care Worker II) Training Requirements Policy. Phyllis Dunlap seconded. Motion carried unanimously.

Correspondence: None

Public Comment: None

Future Meeting Dates: The next Board of Health meeting will be held on Monday, May 24 2021 at Noon.

The meeting adjourned at 1:10 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant