

BOARD OF HEALTH MINUTES

TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday June 28, 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.

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|-----------------|---------------------------|-----------------------------|-------------------------------|
| 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 | Dr. Polly Hineman, via Zoom |
| | Heather Bombei –via Zoom | Corey Frank, DNR – via Zoom | Tammy Wise, via Zoom |
| | | Zoom | |
| | Chris Behrens | Erik Day, DNR –via Zoom | Eric Wickland, DNR – via Zoom |
| | Larry Vest – via Zoom | Dan Anderson – via Zoom | Sherry Lutz – via Zoom |

Absent:

The meeting was called to order by Sherry Parks, Chair, at 12:00 p.m.

Duane Backen moved to accept the Agenda as presented. Micki Ferris seconded. Motion carried unanimously.

Micki Ferris moved to accept the Minutes of the May 24, 2021 after adding “Assistant Director” behind Lori Johnson’s name at the Director’s Report section. Duane Backen seconded. Motion carried unanimously.

Board of Supervisors Discussion Regarding Environmental Health Position:

Larry Vest said the Board of Supervisors was present today to see if the Board of Health would be willing to let them take over the position of Environmental Health Officer. There have been some concerns from the Contractors and Homeowners in the County about the soil sample/science changes and they don’t believe this is necessary.

Sherry Parks stated that the DNR said it was necessary that this be done. It was not being done under the previous Sanitarian.

Larry stated that they could draft up a 28E Agreement if they were to take the position over.

Dr. Hineman stated that the Environmental Health position is a health related position, she asked the BOS how they feel about doing a health position if they don’t do Public Health.

Tammy Wise felt that that the Board of Supervisors could manage the position.

Larry Vest said that the Department of Justice says the Board of Supervisors has to approve all rules and regulations. He said they did not approve any of these current changes. Dr. Hineman stated that the new policies/procedures go to the Advisory Board first, then to the Board of Health, then the Board of Supervisors. Larry Vest wants to make sure that they do see these at some point. He said Soil Analysis requirement jack up the price for the Homeowner.

Corey Frank, DNR, stated that his purpose at this meeting was just to answer questions and not offer advice.

Chris Behrens said he wanted to clarify that the Soil Analysis part is required by Chapter 69. We are trying to follow the Code which was not being done in the past.

Larry Vest asked why a Perc Test can’t be done instead of a Soil Analysis. Sherry Parks stated that with the past Environmental Health Officer neither was being done. Larry Vest said that he was not arguing that point that the employee is no longer here.

Corey Frank stated that Chapter 69 does require either a Soil Analysis or a Perc Test to verify the soil conditions. Chapter 69 does not state one way or another which test has to be done. There is no language in the Code that specifies who can or cannot do a perc test. It can be done by a Contractor, Sanitarian or an Engineer.

The Soil Analysis must be done by someone who has knowledge of soil conditions.

Larry Vest wondered why tax payer money is being wasted, when it can be done the old fashioned way for cheaper.

Corey Frank stated that in some parts of the state, because of soil conditions, there has to be a pre-soak of 24 hours. He is not sure of the cost but a Perc Test could end up costing more than the Soil Analysis. A Soil Analysis is usually a one and done.

Larry Vest stated that he has not heard of many failures of systems in Tama County. Corey Frank stated that sometimes they are not reported, and sometimes they take a long time to fail. The most critical part of the on-site inspection is the upfront part which is the Site Evaluation and Soil Analysis or Perc Test.

The DNR does not require a Soil Analysis. It can be either a Perc Test or Soil Analysis.

Tammy Wise stated she had a different view on the position from the HR side. She said that she has been concerned about things that have happened in the last few months. She says that stuff has not been done correctly, because there is not enough hours for the position.

She says that there could be legal action in the future. She also said that she asked if we could wait to hire to see if there was the possibility of the position needing more hours. She says that she has concerns with 5 people doing one job position. She thinks a full time position could handle everything and know what was going on. She wonders how successful a person could be if they were only allowed to do part of their job.

Chris Behrens stated that he feels confident that there is a good system in place, and feels it works well.

Shannon Zoffka stated that she received approval from the Board of Health to interview and hire. She feels the position is set up so there is a system of checks and balances.

Tammy Wise feels strongly that is wrong that this position is being done by 5 people. Who takes the fall if there are legal issues?

Dan Anderson said he would really like to see a 28E Agreement with the Board of Health and the Board of Supervisors. He feels they could make the position run more smoothly. He thinks it could be full time if other employees were not doing parts of the position.

Shannon Zoffka stated that the other positions do support work for the Environmental Health Officer. Things such as creating billboards, data entry, billing, taking phone calls, and letters to contractors. Chris does the on-site work, the office does the back end work.

Dr. Hineman stated that most businesses have clerical staff to do the office work side of the business. This position is not different. Shannon Zoffka stated that the office staff also support the RN's.

Tammy Wise says that she disagrees. The Environmental Health Officer should be able to collect their own fees, go out on site visits. She said the bigger picture is that the employee should be doing their own full job. Hire a full time person, get them trained, let them do their job.

Sherry Parks stated that the Board of Health was interested in seeing how this works and then decide if the position needs to be full or part time.

Larry Vest said it appears that the Board wants to leave it the way it is.

Dan Anderson said that in the meeting with the contractors that they all interpreted that they had to do the Soil Analysis, and they had to use the names from the list provided.

Duane Backen stated that those names were just suggestions.

Dan Anderson said that we never talked about Perc Tests at all as an alternative.

Shannon Zoffka stated that doing a Soil Analysis protects both the Homeowner and the County.

Larry Vest said that is what the Board of Health passed. We need to read the Code section that says that the Board of Supervisors approves policy. The Board of Health doesn't have the authority to set up an ordinance.

Reports:

Environmental Report: Chris Behrens introduced himself to the Board. He has lived in Tama County his whole life. He has been Firefighter for 23 years in Waterloo and lives in Dysart with his wife and 3 kids.

He said that in the last 6 weeks he has learned a lot working with Sherry Lutz and the DNR. He has enjoyed learning the job thus far.

His personal opinion on the Perc Test is that it could take longer than the Soil Analysis and end up costing more.

Director's Report – Shannon Zoffka

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

Community Health Needs Assessment (CHNA): We were contacted by Linn County to see if we would be submitting before the extended deadline and asked if we could keep them informed of our identified priorities when we move forward. At this time, Shannon expects that we will take advantage of the extension for submission due to COVID.

Supporting Kids in Prevention (SKIP): A Zoom meeting was held on June 23rd. Jenny Hulme, from ISU Extension and Youth Outreach, shared that she delivered over 600 bags that contained SKIP and ISU Extension information, games, snacks, bubbles etc. to encourage at-risk kids to play more. These were delivered to libraries, schools, Meskwaki Police, and our office.

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

Human Resources: Jenna Svoboda has accepted a PRN Aide position. We were unable to fill the other PRN positions as they accepted full time work elsewhere. We will advertise for the PRN Homemaker positions.

Remote work discussion and considerations: Shannon has requested work policies or plans from several counties, IDPH and other entities, to review due to the staff request from the last meeting. Shannon has also gathered information from the staff on what positives and/or negatives remote work caused in their jobs.

Dawn has provided a sample policy and Iowa Code for consideration as well. This is a very complex issue legally from the policies that Shannon has reviewed, and appears that most had a temporary policy in place due to the pandemic. Shannon has not had ample time to review all of the information that she has gathered due to other important on-going issues. She would like to discuss this once she has gathered, reviewed, and presented at the upcoming Advisory Board meeting.

The County does not have, nor does it support a remote work policy at this time, and we have chosen to follow the County handbook, which also complicates this request. Shannon did watch the last Board of Health meeting (which was recorded) and feels that is important to understand that all employees were given the option to work from home during COVID as this was part of the Governor's Proclamation and mitigation efforts. Three employees chose to use this option. There seems to be some confusion that all staff worked from home. We did have staff that worked from home due to quarantine or isolation occasionally, but not full time hours, and only during this quarantine or isolation period. This was covered by the CARES Act. This thought might also be in reference to the Derecho, our building was without power for 7 days. We had a generator that keeps our vaccine refrigerator running, but not the entire building. We worked from the office as long as we were able to. Once the

temps on the refrigerator got too high and the vaccine refrigerator began alarming staff were sent home. Some were able to do some work from home during this time but it was approximately 2.5 days and staff were reimbursed if they could not work in the office due to the electricity being out, per the Board of Supervisors. These circumstances were unique and brief, not months long.

Shannon also had a staff member ask her if she could have an extension on her vacation hours. This request was denied, as there is no such process or policy in the Tama County Handbook. Employees can carryover 40 hours of vacation time, but no more than that. Employees are expected to use their vacation by their vacation date each year. Last year the Board of Supervisors allowed extensions due to COVID, but that was the one and only time. The County Emergency Plan ended in February of 2021 and along with it the COVID related work rules. Shannon has explained all of this to the employee, and again explained that there is no extension of vacation time. All staff are reminded when they have vacation, know the policy and see their balances on every paystub.

There seems to be a misconception amongst staff lately that we can have our own policy on work rules separate from the handbook. The County does not have an extension policy nor a remote work policy. All employees receive this handbook and sign off that they have received and read it. Work rules are clearly defined and established by HR and a legal team. Staff seem to think that Shannon can just go to the Board of Health and ask for an exception to policy and then go to the Board of Supervisors. Shannon does not think this is an acceptable practice or process. Shannon does not feel comfortable asking the Board of Health to accommodate requests and demands that we cannot meet. If we begin making exceptions, Shannon does not feel there will be an end to the requests.

Communicable Disease: There were no communicable disease cases so far in June, but there has been 4 animal bites.

COVID:

Current case count: 2305 (at the last meeting we were at 2287). Today we have a 2.8% 14 day positivity rate. There were only 18 cases this last month, which is the lowest it has been in a long time.

IDPH confirmed that the Delta variant is circulating in Iowa and Iowans should assume it is in their community.

IDPH announced on June 24, that there will be a change in the response and reporting efforts. Beginning July 1, case investigation will focus mainly on outbreaks and end routine calls for all positives. Contact tracing will no longer be available through the State, and it will no longer be expected of local public health to contract trace. We were given the option to continue or not. Shannon opted to continue as needed.

Vaccine:

We reallocated 75 Johnson & Johnson doses to Boone County as we did not have demand for the doses and they will expire.

We provided 2nd dose clinics in May, utilizing 11 volunteers with 119.25 hours at an approximate cost of \$4,706 if this were paid time.

We have plenty of Moderna Vaccine and have had several clinics in June for second doses and a few first doses. Demand is low, we are waiting to see what fall will bring and if demand will increase. We considered having clinics at farmers markets or town festivals, but this has not been successful for surrounding counties.

7977 individuals in Tama County have completed a 2 dose vaccination and 969 have completed 1 dose. 46.6% of Tama County residents are fully vaccinated.

The City of Tama's City Council voted to discontinue fluoridation of the water supply in April. IDPH, iSmile and area dentists presented at the June Council meeting, and the issue was tabled. Many thanks from IDPH, iSmile, and dentists were given for the position statement from the Board of Health.

Maternal Health Program: We did receive payment from Better Tomorrows for services provided through December 2020.

TCPH will be volunteering at the Tama County Fair food stand and by doing so will receive a donation to our Maternal Health and Nest programs. If anyone from the BOH is interested in helping to serve, please let Shannon know. TCPH will be serving from 10 am to 8 pm on July 13th.

Home Health: Year end numbers show 52 admissions of straight Medicare. The last time we were at the level of admits was in 2017. This is up from 43 last year.

As we are a healthcare agency, we have to follow CDC guidelines for healthcare and continue to mask. We are expected to practice source control of masks and distancing in the office. The newest proclamation, released last Friday, states that public meetings are still suspended, but "Iowans should not expect that this suspension will extend beyond July 25, 2021". The CDC advises that fully vaccinated staff can socialize in break rooms and conduct in person meetings without source control or distancing. However, if unvaccinated staff are present, everyone should wear source control and distance from them. Our ability to distance in our current conference room will make in person meetings very difficult as we can only fit 8 people in the conference room adequately. We may be able to offer a hybrid style of meeting, Shannon will check into this.

A client whose services were terminated in 2020, requested receiving services from us again. Shannon will have more information about this at the next meeting.

Waiver: May: Eight patients were served under the Frail and Elderly Waiver. There were 6 Maternal Health Home visits in May.

Financial Report:

Due to time constraints Lori did not present the Financial Reports to the Board. The Board members were able to review the Financial Report that was sent to them before the meeting and there were no questions.

Duane Backen moved to approve the Financial Report. Dr. Hineman seconded. Motion carried unanimously.

New Business

A. Phyllis Dunlap moved to Approve & Authorize CEO/Executive Director to sign Contract # 588BT486, Amendment #9, Emergency Response Multi-Year Program, extending the expiration date to June 30, 2023. Micki Ferris seconded. Motion carried unanimously.

B. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Contract for Health Services in Tama County for Head Start, September 1, 2021 to August 31, 2022. Phyllis Dunlap seconded. Motion carried unanimously.

C. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Iowa Medicaid Universal HCBS Waiver Provider Application. Phyllis Dunlap seconded. Motion carried unanimously.

D. Dr. Hineman moved to Approve & Authorize Assistant Director/CFO to sign AETNA Re-Credentialing Questionnaire. Micki Ferris seconded. Motion carried unanimously.

Correspondence: None

Public Comment: None.

Future Meeting Dates: The next Board of Health meeting will be held on Monday, July 26 2021 at Noon.

The meeting adjourned at 1:03 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant