

# BOARD OF HEALTH MINUTES TAMA COUNTY PUBLIC HEALTH & HOME CARE

---

**Monday July 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	Dr. Polly Hineman, via Zoom
Heather Bombei -via Zoom	Corey Frank, DNR - via Zoom	Jarod Peters - via Zoom
	Zoom	
Chris Behrens		

**Absent:**

The meeting was called to order by Sherry Parks, Chair, at 12:03 p.m.

Sherry Parks read the following statement:

Per Iowa Code, Chapter 21.8, Electronic Meetings, the Tama County Board of Health will conduct meetings via zoom or by phone conference due to circumstances where such a meeting in person is impossible or impractical. With 3 members of the BOH being medical providers and/or EMS providers in the county it is impractical to meet due to heightened potential public health risks related to COVID-19 including continued virus activity in our State, Tama County having only a 47% vaccination rate and inability to comply with mitigation efforts such as spacing in our regular meeting space.

Dr. Hineman moved to accept the Revised Agenda as presented. Duane Backen seconded. Motion carried unanimously.

Duane Backen moved to accept the Minutes of the June 28, 2021 meeting as presented. Micki Ferris seconded. Motion carried unanimously.

**Reports:**

**Environmental Report:**

Chris said he issued 8 septic permits in June and July. He is working on 4 or 5 other ones. He has issued one septic repair permit. There are several demolition permits out there that he will be following up on. Two Well Permits were issued in July and 2 Water Tests were performed. There was presence of bacteria in one of the samples collected.

Chris completed all of the tanning and pool inspections in the county. He has also been working with Union Grove Lake and a couple of nuisance issues.

Chris told the Board that a Tama County resident named Jarod Peters was present at today's meeting to inform them about a problem he has been having with his septic system.

Jarod introduced himself to the Board. He lives on Hwy D65 in Tama County and his property had an alternative septic system installed in 2017. This system was completed before he closed on the property. He has had issues with the system ever since. He called a professional out to inspect the system and they confirmed the system has defecencies and is not a code conforming system. The system's treatment field is within 100 feet of a well. It also should be at least 200-300 feet long, but is only 50-90 feet long.

A Time of Transfer was never performed by the Tama County Environmental Health Officer. The permit and the quote don't match what was signed off on. He surmises that either the Environmental Health Officer didn't look at the septic system and/or just signed off on everything.

Jarod feels they are going to have to pay to get the system up to code.

Dr. Hineman appreciated it being brought to the meeting and sharing. Chris said he wanted the Board to be aware of this issue.

Jarod says he brought this to the Board as he needs guidance as to how to proceed. He says that since the septic system is not up to code, he is now on the hook since the house should have never sold with the system as it is. It is approximately \$15,000 for a new system. He wants to know how the company that installed it, can lie and not be held accountable.

Chris says that it was negligence on the part of the Environmental Health Officer and Contractor, and wondered what Jarod should do.

Duane Backen thought there should be financial compensation of some sort.

Sherry Parks said that we cannot authorize anything like that. She thought maybe Shannon could contact the County Attorney. She also felt like we should not talk about liability in a meeting.

Corey Frank, I-DNR, said that we should speak to our County Attorney. He also said that with a Time of Transfer that installed per code is not a criteria that passes or fails a system. The things they look at is if the system is functioning as designed, and that it is not creating a health hazard. It is not an automatic failure if it doesn't meet current code.

Jarod said in this instance, there was not a Time of Transfer, this system was installed at time of sale.

Chris thanked Sherry Lutz and Corey Frank for all of their help with his training.

### **Director's Report – Shannon Zoffka**

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

*Community Health Needs Assessment (CHNA):* No new news.

*Supporting Kids in Prevention (SKIP):* A Zoom meeting will be held in August.

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

*Human Resources:* A new employee handbook has been developed by the County and will be reviewed at the Department Head meeting in August.

Remote work was to be discussed at the Advisory Board on the 19<sup>th</sup>, however, there was not enough members for a quorum. This meeting is being rescheduled.

There have been ongoing questions about the Environmental Health position, hence the agenda item for further discussion.

There are two employees out on medical leave currently.

*Communicable Disease:* There were was one communicable disease case in June, and there were 4 animal bites.

*COVID:*

Current case count: 2314 (at the last meeting we were at 2305). Today we have a 2.7% 14 day positivity rate.

**Vaccine:**

48.1% of Tama County residents are fully vaccinated.

Test Iowa sites have been closed. TCPH is a COVID test at home site. Individuals can pick up a test kit and send to the UIHC lab via UPS.

*Maternal Health Program:* No new news.

*Home Health:* The OSHA COVID-19 Healthcare Worksite Emergency Temporary Standard was released, as a result of President Biden's Executive Order in January to ensure the health and safety of workers. OSHA determined that COVID is a grave danger to workers in healthcare and existing standards were inadequate to address the COVID hazard for healthcare workers. The directive is effective for 12 months from June 21, 2021. Home Health Care is expected to follow the OSHA ETS. Key requirements include:

- Develop a COVID-19 Plan, including hazard assessment and continued monitoring of effectiveness of the plan
- Screening of all individuals entering the facility
- Standard and transmission based precautions
- PPE standards
- Physical distancing
- Physical barriers
- Cleaning and disinfecting
- Ventilation
- Health screening and medical management
- Vaccination
- Training of staff
- Anti-retaliation
- Recordkeeping
- Reporting of fatalities and hospitalizations to OSHA
- Mini respiratory protection program

The guidance in the ETS is in some ways incongruent with the requirements set forth by CMS and CDC we are directed to follow the most stringent guidelines offered.

**Waiver:** June: Nine patients were served under the Frail and Elderly Waiver. There were 2 Maternal Health Home visits in June.

**Financial Report:**

For fiscal year 20-21, we had 52 Medicare admissions.

For the month of June, both Admission and Skilled Nursing visits were down. Home Health Aide visits and hours were both up for the month, our revenue increased from the previous month.

We ended last fiscal year with \$26,059.39 deposits less than the previous year.

Dr. Hineman moved to approve the Financial Report. Phyllis Dunlap seconded. Motion carried unanimously.

**New Business**

A. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Amendment #1E, Contract #58811481E, extending the contract period to June 30, 2022. Duane Backen seconded. Motion carried unanimously.

B. Duane Backen moved to Approve & Authorize CEO/Executive Director to sign 28E-2020-PTT-86, Amendment #1, Pool & Tattoo Inspection, changing geographical area from Tama and Jackson Counties to Tama County. Micki Ferris seconded. Motion carried unanimously.

C. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Engagement Letter with RSM McGladrey for Cost Reporting Services for FYE June 30, 2021. Dr. Hineman seconded. Motion carried unanimously.

D. Dr. Hineman moved to Appoint both Cindy Hill and Mike Buchanan to the Advisory Board. Micki Ferris seconded. Motion carried unanimously.

E. Shannon said that she didn't feel that the Board of Health had time to discuss all the past meeting issues regarding the Environmental Health position. She feels that there are three options for the position as we move forward.

1. The positions stays the same, PT at 17 hours/week.
2. The position is monitored and hours adjusted accordingly after 6 months.
3. The Board of Supervisors would like to have a 28E Agreement with the BOH and supervise the position, with the position still reporting to the BOH.

Pros/Cons of each position:

**1. Stay the Same**

Pro's	Con's
The position remains the same and no changes are made. (Easy)	The work required may demand more time than what is currently given.

**2. Monitor and Adjust**

Pro's	Con's
Support staff remain available to assist the position with paperwork and tracking.	Demands of the contractor's due to changes is requiring more staff time.
Correct amount of time is assigned to the position, where it is 17 hours, 25, or more.	Part time person is not available to contractor's 5 days a week.
Environmental Health can focus more on the technical side of the position more than the grant, filing, and paperwork.	Multiple people involved versus 1 direct contact.
Knowledge of position and detail from in-house experience.	
Billing is done and tracking of accounts receivable is done by support staff.	

**3. Transfer to BOS as Supervisor**

Pro's	Con's
A 28E Agreement is created between the BOH and BOS; the position remains under the BOH but is its' own department and is supervised by the BOS. Makes Shannon's life easier.	Misconceptions of Chapter 69 and terminology, DNR expectations vs contractor and homeowner expectations.
As the BOS receive the complaints from the homeowners and contractors they would be able to deal directly with these situations immediately.	All involved would be new with no prior experience to this position.
BOS would like this to be full time, and feel this benefits the contractors and homeowners as the person is available 5 days a week to better service construction industry needs and homeowner needs.	Confusion over septic rules and terminology.
One person liable, not support staff.	Focus now is on septic's, there are still tanning, tattoos, pool inspections, wells and cistern closures, water tests, nuisance calls and radon kits.

Shannon said that she spent a lot of time in July with Human Resources, Board of Supervisors and phone calls. A lot of time! She wonders what the Boards thoughts are. She wonders if they need a chance to talk to Chris.

Bill Faircloth said that the BOS would like to do the hiring and firing. They want to take care of the septic end. He said the EHO would still answer to the Board of Health. They just want the problems taken care of. Sherry Parks pointed out that septic's were only one part of Chris' job.

Dr. Hineman feels that we are taking care of the problems. She feels most of this turmoil is from the previous employee that was in this position. She says now things are being done correctly.

Chris said that we have to follow code, it doesn't matter who is supervising. He said that the BOS does not understand the code, and that the code was not being followed by the previous Environmental Health Officer.

Bill Faircloth said that they want to save Tama County residents money.

Corey Frank said that a site evaluation is what is required by code, which the county performs. The limiting layer must be determined. There is no point in a perc test if the limiting layer was found during the site evaluation.

The responsibility and authority is given to the BOH when making sure everything is followed accurately

Sherry Parks said that her opinion is leaning towards a soil analysis, as the liability will be on the soil scientist.

Chris said that a soil analysis gives a design which his helpful for installation.

Bill Faircloth said that is only true if they take a soil sample where they are supposed to.

Dr. Hineman asked if they had to make a decision at this time. Shannon said that they could take some time and think about it.

Micki Ferris wanted to table this discussion for awhile and see if Chris has enough time to learn the job.

Dr. Hineman and Duane Backen agreed.

Micki Ferris moved to table this discussion, Duane Backen seconded. Motion tabled.

F. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Amendment #10, Contract #5885BT586. 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, August 23, 2021 at Noon.

The meeting adjourned at 1:00 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant