

BOARD OF HEALTH MINUTES

TAMA COUNTY PUBLIC HEALTH & HOME CARE

Monday February 26, 2024 – 12:00 P.M.
Meeting held at Tama County Annex Building and via Zoom

Members Present:	Sally Custer	Micki Ferris	Shannon Zoffka
	Lori Johnson	Jolynn Harger	Heather Bombei -via Zoom
	Casey Schmidt	Sherry Parks – via Zoom	
	Curt Hilmer	Dr. Hineman	

Members Absent: Chris Behrens

The meeting was called to order by Sherry Parks, Chairman at 12:01 p.m.

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

Dr. Hineman moved to accept the Minutes of the January 22, 2024 meeting as presented. Sally Custer seconded. Motion carried unanimously.

Reports:

Environmental Report:

In Chris' absence, Shannon asked if anyone had questions about the Environmental Health report that was sent with the Board packets. No one had any questions.

Director's Report - 10 Essential Public Health Services Framework – Shannon Zoffka

- 1. Assess and Monitor population health status, factors that influence health and community needs and assets*
 - Food Pantry: January: Households 156, Individuals 460.
- 2. Investigate, diagnose, and address health problems and hazards affecting the population*
 - Communicable Disease Investigations Started in January: 0
 - Active & Latent TB Cases: 2 current cases
 - Animal Bites: January – 1 Dog Bite Followed
 - Immunizations Given: 1
- 3. Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it*
 - Social Media Strategy: TB Infection, Influenza, Weather, Cold Weather Safety, Heart Health, Mental Health, Radon, Anna Rose Blayer Memorial
 - Posts: 29
 - Coffee Talks: 9 total talks held, 4 canceled due to weather.
- 4. Strengthen, support, and mobilize communities and partnerships to improve health*
 - Maternal Health: no new
 - Nest: 7 attendees, topic in January was Vision and Eye Development in Children
 - SKIP: Meeting January 25th, planning for activities this Spring: including movie nights in 3 communities, family fishing event and supper with police.
 - NEI3A/COA: Area Agency on Aging is keeping a close eye on public health alignment with IHHS.
 - Working with MCC to provide community health clinical experience for 3 nursing students.
- 5. Create, champion, and implement policies, plans, and laws that impact health*

- Daycare immunization audits completed on time.
- The county has decided to increase the number of CPR instructors from 2 (Tracy & Claire) to 6. There was some confusion initially around this plan and lack of communication with our department.

6. *Utilize legal and regulatory actions designed to improve and protect the public's health*

- PHEP: Meetings attended, concerns over noticeable increase in religious exemptions for vaccinations at schools and daycares across the State and in Tama County. Discussion was held about measles cases being on the rise in the US. Dr. Hineman asked if we could do social media posts regarding measles, and possibly contact the schools. There has also been an increase in syphilis cases in Minnesota. It was asked if we are seeing an increase in Tama County as well, and Shannon said yes, that there was an increase.
- Home Health: 35% of referrals were admitted in January.

7. *Assure and effective system that enables access to the individual services and care need to be health*

- Foot Clinics: TCPH&HC has provided foot care in Tama County for many years, Brenda Bridges has provided this service in various communities, generally having a clinic provided in a community building until COVID made that impossible. Foot care then was done in homes. After Brenda's retirement, Kelly Purk RN took over the foot clinics, with over 80 individuals needing foot care. While Kelly learned the foot clinic process, we worked to move back to a clinic location. Currently Kelly does foot clinic in the assisted living in Gladbrook, the library in Traer, Birkwood in Toledo and the Senior Center in Tama. Some individuals are uncomfortable leaving their home to go to a clinic in the winter but will do so when the weather improves. Dysart has voiced interest in having foot clinics in a church as well. Kelly has added a personal touch of relaxing music and treats to the clinics, and this has been a popular addition with people saying they feel like they are at the spa.

8. *Build and support a diverse and skilled public health workforce*

- Shannon attended the Region 1 Contractor Meeting
- Shannon attended the Region 7 Medical Reserve Corp Development Workshop
- Budget meeting with the BOS went well

9. *Improve and innovate public health functions through ongoing evaluation, research and continuous quality improvement*

- QAPI: preparing for a new calendar year and wrapping up 2023
- Success Story: Our old software (HCMS) is no longer HIPAA compliant, Lori spent time setting up our sliding fee invoices in excel. Will do a trial run with January invoices. It is setup to calculate their fee/rate based on the amount of time that the aide is in the home, total their hours and charges. We will still have to manually count the number of visits and enter that on the invoice.

10. *Build and maintain a strong organizational infrastructure for public health*

- Mid-year Immunization Report submitted prior to deadline.

Waiver: January: Three patients were served under the Frail and Elderly Waiver. There were 2 Maternal Health Home visits in January.

Financial Report:

Admissions increased for the month of January. Skilled Nurse visits increased for January. Health Aide visits decreased, but hours increased for the month of January. Our revenue decreased for the month of January.

Lori shared that the total FY 24 Budget Amendments for our department is \$336,163. This is due to grant funds received.

Dr. Hineman asked if Lori could try and put the financial information on the screen to make it easier to follow for Board members. Lori said that she could check into that.

Dr. Hineman moved to approve the Financial Report. Micki Ferris seconded. Motion carried unanimously.

New Business

A. Micki Ferris moved to Approve & Authorize CEO/Executive Director to sign Annual Maintenance Contract with auto renewal, with Hawkeye Electric for Generac Generator, Serial #3011177747. Dr. Hineman seconded. Motion carried unanimously.

Correspondence: Shannon told the Board that she had received a phone call from the Board of Supervisors this morning concerning our employee wage scales. They don't feel that our salaried employees should have a wage scale with steps. The concern was with Chris Behrens salary as with his wage step increase and his cost of living increase he will be getting over 8%. Lori said that part of the problem was that she shorted his wage budget line last year, so it looked like he was getting a big raise. This has been corrected.

We have two salaried employees, Chris and Shannon. If Shannon's position did not have a wage scale, then some of the Registered Nurses would be making more than the Director position. Discussion was held.

Shannon said that the Supervisors recommendation was to no longer have wage scales for salaried employees. The Board of Health decided to have Shannon take this to the Finance Committee and have them bring a recommendation back to the Board of Health to vote on.

Heather Bombei did comment that the Board of Health is an autonomous board per Chapter 137 of Iowa Code. The Board of Supervisors have authority over the bottom line of Public Health's budget, but the Board of Health and the Finance Committee decide how that is spent.

Public Comment: None

Future Meeting Dates: The next Board of Health meeting will be held on Monday, March 25, 2024 at Noon. A hybrid option is still being offered as well as in-person meeting at the Public Health office.

The meeting adjourned at 1:00 P.M.

Respectfully Submitted,

Jolynn Harger, Executive/Financial Assistant

The full Zoom recording is available. It is available by request.