



*Michael Raine, Chair; Christy Jackson, Vice Chair; Amy Sherer,
Bill Hutcheson, Nicole Carritt, Dr. Nathaniel Alvis, Melanie Freund
Kristi Rife, Recording Secretary*

**Harrison County Advisory Board and Board of Health Meeting
Harrison County Courthouse Annex Conference Room
116 N. Second St., Logan, IA 51546
Tuesday, March 12, 2019
6:30 PM**

AGENDA	BACKGROUND/CONTEXT
<p>HARRISON COUNTY ADVISORY BOARD MEETING March 12, 2019 6:30 PM</p> <p>CALL TO ORDER/INTRODUCTIONS 6:34 pm Michael called to order. Agenda went out to all m Micheal Raine, Brad Brake, Linda Steve, Kathy Baer, Jim Lewis, John Straight, Nate Alvis, Jennifer Skinner, Sharon Smith, Lori Christo, Stacy Salter, Sue Corrin, Jackie Smith, Mandy Pitt, Nicole Carrit</p> <ul style="list-style-type: none"> • Home and Public Health Policies <ul style="list-style-type: none"> - Home Health Policies emailed to BOH Members Denise is on vacation – Any questions? None. Most changes came out of Medicare review. BOH likes that they have been color coded to show reviews and changes. - Public Health Annual Evaluation Policy – Brad sent shortly before meeting. HCHPH has to have a current policy according to LPHS. Brad removed QI and made it straight forward Annual Evaluation. IDPH basically just wants to make sure policy & procedure match. Question: old policy has QI & Annual Evaluation together so will we now have 2 	<p>An advisory group of professional personnel that annually reviews agency policies <u>has been required</u> to meet the Medicare Condition of Participation 484.16 and the BOH has been serving in that capacity. The Advisory Board requirement has been dropped with the implementation of the Medicare Quality Assessment and Performance Improvement (QAPI) program. However, the BOH may maintain an Advisory Board in which all three departments’ policies are presented in preparation for a motion to approve in the BOH meeting. It is suggested that the first part of the BOH meeting continue to convene as the Harrison County Advisory Board to review policies and their procedural implications and the BOH continues to vote on the policies in the BOH meeting segment of the agenda. However, that motions and voting on Medicare /QAPI be carefully documented in the BOH segment to meet the new Conditions of Participation.</p> <p>(1.) HCHPH Policies</p> <ul style="list-style-type: none"> • Policies emailed to BOH Members.

<p>policies? Brad will make two separate policies with Annual Evaluation policy today & will have the QI policy for the BOH to review & approve at the next meeting. Annual Evaluation hasn't been done since 2012. He does have the 17/18 Evaluation almost complete but needs to first get the policy done & approved.</p> <ul style="list-style-type: none"> • Homemaker Policies – -Homemaker policies emailed to BOH Members Winter Anti-Slip Cover –new policy per S. Bonham Fee Scale – no changes just needs approval. • Environmental Health Policies - None <p>ADJOURN -Motion made by Christie to adjourn 6:43. Seconded by Michael. Motion carries.</p>	
<p>HARRISON COUNTY BOARD OF HEALTH MEETING Following Advisory Committee Meeting CALL TO ORDER: ROLL CALL APPROVAL OF AGENDA Christie approved Amy 2nd</p> <p>APPROVAL OF Tuesday, January 15, 2019 BOH MEETING MINUTES Christie approved Amy 2nd</p>	
<p><u>HOMEMAKER REPORT</u> Kathy Baer – Administrator Linda Stueve – Homemaker Supervisor</p>	<p>In this agenda item guests are given the floor and each of the three Harrison County agencies under the auspices of the BOH: Home and Public Health; Homemaker Agency; and Environmental Health provide reports and requests for approval to the board. Additional sections may be included periodically to address targeted work of the BOH and/or Department such as BOH</p>

1. Approval of fee scale. Fee Schedule – unchanged just needs approved.
2. Staff Update. Do have another full time person hired. Thinking about hiring another but waiting to see if they have higher client need. Have had a few come in for interviews but they were not a good fit. Have the ad still going.
3. Wage increase. 3% supervisors approved for the budget this year. Will take effect with new fiscal budget.
4. Misc. Ipads – still a learning curve but they are doing well with it. Still causing a few problems. Reception seems to be better for the most part besides a few rural areas.

HOME AND PUBLIC HEALTH REPORT

Brad Brake – Administrator

Kristi Rife – Office Manager

1. Agency Update
 - a. Expenses/Income Report – Brad has handouts if BOH wants to review. Expenses on track & revenues are up. Revenues are up mainly due to Home Health.
 - b. Epidemiology Surveillance – No updates
 - c. Program Updates – Step into Spring Series going on now. ACEs showings in Jan/Feb had a good turnout. February’s Darkness to Light event in Logan had 51 in attendance. Provided childcare & food. Next event is meal prep Saturday March 16th in Dunlap with Hy-Vee. Next is the Health Fair April 6th. Increase in vendors & foot traffic was about the

elections, Budget Approval, Strategic Planning or opening of a Closed Session.

1. Agency Update
 - (a.) FY 18-19 Expenses/Income Reports are presented for BOH discussion. Approval of 3% staff salary increase.
 - (b.) Information and education regarding ongoing county and state Epidemiological Surveillance is presented to the BOH as part of informing the public about local public health issues.
 - (c.) Step into Spring Series; ACEs work; Darkness to Light; HHC Farmer’s Market; Public Health Fair
 - (d.) Immunization data/IRIS; Stop the Bleed trainings
 - (e.) Draft complete
 - (f.) Interviewees set; BOH availability
 - (g.) Partnership/plan for CHI CHNA 2019; Surveying for 2021
 - (h.) Misc. – Items that came up since the agenda was published and should be addressed in this meeting.

same for 2017 & 2018. Hope for even better turn out. A lot depends on the weather.

- d. SWIPP Coalition Priority – Conference call last week. IDPH was wanting ideas for a pilot project. They came up with problems solving issues with IRIS and how to deal with being a border county. As a coalition going to work on making the numbers more accurate and getting data entered. It would be nice if on our end if it was a CHI patient. They would fax it to chronic care nurse and then they can enter it in. Would be great if Nebraska & Iowa systems could work together. Nicole working on both sides of it, states the Nebraska version of IRIS is just as complicated as IRIS and probably they wouldn't work well together but Nicole does have some contact information for Brad for the Nebraska system to at least get the conversation started. They will report back to the BOH.
- e. 2017-18 Annual Report for IDPH – Brad has a draft almost complete and will have it for them to review for the next BOH meeting.
- f. Learning for Life Credentialing – Wednesday April 17 reviewers will be in. They would like to speak with some Board of Health members if possible. Amy will be & Michael may be available. If no one else could Christie could 12-1. Ideally they would like to speak to 3. County Supervisors are also welcome to join – Tony may have some familiarity of the program so he may be the one we approach. They just want input from all walks of the county. They are here for 2 days with them leaving at 1:45 on the 17th.
- g. CHNA/HIP – Getting a lot more buy in from CHI. Ashley (the corporate liaison) & Brad are going to

UNMC to see about getting some survey & data collection. Darcy has been great to work with the last month or two. BOH is happy to advocate on behalf of public health as needed if there are problems with CHI.

- h. Miscellaneous - Application for 2020 LPH grant needs approved. Christie made a motion to approve Amy 2nd. Motion Carries.
Nate feels we have had a great/successful flu season. Great that we go to the schools to vaccinate. Would be great if Hy-Vee or Walgreens could go to vaccinate those that have private insurance. They could maybe accompany the public health nurse & do the patients with private insurance and be able to vaccinate as many as possible. The pharmacy in Woodbine was doing them this year as well which was very helpful.

- 2. Approval of Policies Presented in the Advisory Committee Meeting. Homemaker policies - Christie made a motion to approve Homemakers Policies as presented Amy 2nd -motion carries. Home and Public Health Policy - Christie made a motion to approve Annual Evaluation Policy with the Quality Improvement policy to come at the next meeting. Amy 2nd. Motion carries.

ENVIRONMENTAL HEALTH REPORT – Unable to attend?

Matt Pitt – Administrator/Health Specialist

APPROVAL OF FY20 BUDGETS WITH 3% WAGE INCREASE -

Christie made a motion to approve Nate 2nd. Motion carries.

HCHPH/Homemakers Merger Discussion – Everyone

Have talked about other counties have merged departments. BOS asked us to look at it and see pros & cons. The final decision lies at the BOH.

-BOS – John actually thought they were already merged. He doesn't understand why it's not already. Brad, Kristi, Stacy, Kathy attended the meeting that Tony had asked why they weren't merged.

Kathy disagreed. She believes he just asked why the budgets weren't merged – nothing about the departments.

Last night's discussion between Brad, Kathy, Michael, Christie & Nicole looked at doing some fact finding – like funding streams, Medicare payments, how it all would look. The conclusion was that Christie & Amy were going to put together an exploratory plan and will present at the next supervisor meeting to provide more information to the BOS. It won't really be answers just some facts.

-Homemakers has been there 35 years as its own agency. It's always been a separate agency. At one point they were under one roof but not under one agency.

-Crossover – Homemakers is contracted by Home Health. Homemakers does not bill Medicare or review charts together.

-Nicole – HCHPH contracts Homemakers and then HCHPH bills Medicare. Services could still be billed for it even if it wasn't contracted if it was a service provided by the same agency.

April 21st 9am is the next BOS meeting.

It would probably take 6 months to come up with the exploratory pros & cons. First & foremost is the patients are first no matter the outcome. If something doesn't make sense about merging, they would not do it. Funding streams will be looked at. We don't want to make things more difficult for grants.

Patients are questioning it due to newspaper article. The newspaper report was not necessarily 100% factual. Tony's quote was taken out of context and not really an idea that is being considered.

A client asked if there was going to be a public hearing. BOS & BOH meetings are open meetings they are welcome to attend. Christie & Amy are going to BOS but in the interim should the BOH write a letter to the editor that the services that comes from the BOH?

Homemakers has 152 clients. They could get mailed a letter as well as putting it in the paper. Christie & Amy will make it part of putting together the letter.

BOH is committed to not take away services. They will not support a plan that would reduce services.

Should Environmental be a part of the merge as well? It will be explored as well. When talking with Dawn Mau Environmental is not usually part of public health across Iowa.

-When planning does it include stopping in the Homemakers office? Yes the BOH will be working with all key stakeholders
No one comes to the Homemaker's office from BOH or BOS.
The Work Group will be Nicole, Amy, Christie

Nate – encourage all of you to be thinking of your worth. We know you are hard to replace we want to see your value.

This is not from staff or lack of work.
IT IS NOT PERFORMANCE RELATED.

Possibly long term we may be able to make it better to deliver care and pair CNA with nurses. The goal would be to enhance client & employee care.

We don't come to this meeting to eliminate homemakers or services. No one has talked about changing who sees who or types of services.

If the clients come to you and ask questions, you can reassure them we are not going to take away their care. Everybody here is here to do the right thing for the people that receive the services.

The BOH is welcoming to phone calls from concerned clients.

Once it all rolls out we could do town hall meetings if that would be helpful.

Mike is personally committed that as soon as they know facts they will share them. They expect it will take 6 months to even find out how it would look. If you hear rumors, please verify with someone who will know the facts.

Thank you to the staff that came in today and addressing your concerns and getting the correct information for yourself and your clients. The only way we support change is if it's going to be a positive change. We don't want to make things harder.

<p><u>BOH Governance – Brad, Michael, Amy</u> Will do at a future date. Nate – talked to Crawford(?) County. They have moved their meetings to lunch time. Nate would like if we could structure to the main input/vote issues earlier (like the first 30 minutes) and then the discussion part could follow.</p> <p>BOH members agree if we can make it run more efficient it would be great but still allowing people the time to have the discussions needed. It has taken a lot of time out the meetings by having sub-committees. It was suggested to send out a consent agenda on the voting pieces to be done earlier.</p> <p><u>Other?</u></p>	
<p>BOARD REQUESTS TO HAVE ITEMS ON THE NEXT MEETING AGENDA - BOH Governance – Brad, Michael, Amy</p>	<p>The Board may request specific items to be addressed at the next meeting. The items may be programmatic, budget, educational or informational in nature.</p>
<p>NEXT MEETING DATE AND TIME</p>	<p>Second Tuesday, May 14, 2019 6:30-8:00 pm</p>

Christie made a motion to adjourn. Nate 2nd. Adjourned at 8:05pm