



HARRISON COUNTY Board of Health

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

Harrison County Board of Health Meeting Minutes May 21, 2019

BOARD OF HEALTH MEETING CALLED TO ORDER AT 6:32 PM BY MICHAEL RAINE, CHAIR.

ROLL CALL: BOARD MEMBERS: Amy Sherer, Michael Raine, Dr. Nathaniel Alvis, Nicole Carritt, William Hutcheson and Melanie Freund. Christy Jackson absent.

EMPLOYEES: Bradley Brake, Matt Pitt, Linda Stueve, Denise Dobbs and Kristi Rife

BOH LIAISON: Absent

GUEST: Kim Fineran, BSN, RN, Crawford County Public Health

APPROVAL OF AGENDA: Motion made by Amy Sherer. Second by Nicole Carritt – all ayes - motion carried.

APPROVAL OF March 12, 2019 MINUTES: Motion made by Nicole Carritt. Seconded by Melanie Freund – all ayes – motion carried.

Kim Fineran, BSN, RN, Crawford County Public Health gave an update on the HCCMS programs. See attached report. The goal of the Family Planning Program is to promote the health of persons of reproductive age and provide access to direct services for them. Madelyn Brunow provides those services for Harrison County. Kim informed the BOH they are looking for a provider for Family Planning clinics for all five counties and if they know of anyone that may be interested to let her know. They would prefer an ARNP but can be a MD or DO. It would be 16-20 hours a month. The Maternal Child Adolescent Health Program is designed to promote the

health of mothers, children, and adolescents by ensuring access to quality maternal health, child adolescent health preventive health services. Any ideas they have to expand services or any problems please let her know. Dr. Alvis had concerns about pediatric speech and physical therapy services not being provided in our area. HCCMS does not provide those services but will look for resources. School based services are currently being provided at West Harrison Elementary and were supposed to be done at Missouri Valley but they cancelled due to lack of space. They said possibly the fall of 2021 will work for them. The Board offered their support in assisting to get Missouri Valley schools on board with these services.

HOMEMAKER REPORT:

1. The agency has hired one new full time employee.
2. They are in the process of looking for an additional vehicle for the agency.
3. Michael Raine questioned if the agency policies were on line? Linda was unsure so Michael will check with Kathy Baer.

HOME AND PUBLIC HEALTH REPORT:

1. Agency Update
 - a. **Expenses/Income Report** – Kristi Rife informed the Board that the agency will only be using about half of the FY19 tax dollars estimated due to excess income. Dr. Alvis suggested excess dollars be used to support the Home Health program if needed.
 - b. **Epidemiology Surveillance** – Denise Dobbs reported they are not currently following anything right now. CDC has a measles tool kit which lists resources available for providers. IDPH is recommending Hepatitis C testing for baby boomers (born between 1945 and 1965) and people who inject drugs or have done so in the past. They are also conducting tick surveillance in Iowa. Of the ticks collected and identified so far, 68% were American dog tick, 27% were deer tick and 5% were the Lone star tick. All three ticks are known for tick-borne illnesses. The Lead Program at IDPH is recommending that all children in Iowa be tested for lead exposure at 12, 24 and 36 months of age. Also, want to remind providers and their staff to check and make sure that the patient's date of birth is correctly reported on submitted blood lead tests. Bradley Brake informed the Board that Monona County will no longer be performing the lead inspections and it could be done by another county or the state. Brad will talk with Kim Fineran about it.
 - c. **Program Updates** – Bradley Brake prepared a Status Report that was sent out to BOH members before the meeting that encompassed programming updates, event details and other information that is important for the Board to be aware of but does not necessarily need Board input. (See attached.) This will be a

common practice for future BOH meetings. An item that is covered in the report does not preclude it from being discussed during the meeting. The Board thanked Brad for doing this report and felt it was a good idea to continue this process. One update Brad pointed out after attending the SWIPP meeting was that in the future we will be able to access Nebraska's immunization tracking system.

- d. **Learning for Life Credentialing** - Brad thanked Amy Sherer and Michael Raine for participating in the Learning for Life Credentialing process. Overall the review went very well. The reviewers were very impressed with Parent Educators, Tabbi Melby and Sherri Webb. They were also pleased with the interaction from the Board of Health, Board of Supervisors, Administration and the clients. There were some forms/technical issues that will need correction. At the last ECI Board meeting we learned there may be a 5% funding cut for the Learning for Life program for FY20. The Board questioned whether this would be an issue and Brad felt it would be ok without making any cuts. He will be meeting with SWIPCO (Southwest Iowa Planning Council) in Atlantic about a possible grant that may help cover some of the loss.
- e. **Strategic Plan** – Moved to the end of Home and Public Health agenda.
- f. **Staffing Changes** - Employee, Mandy Pitt, is moving to Florida and her last physical day in the office will be May 23, 2019. A six month contract has been created between Harrison County Home and Public Health and Mandy to allow her to continue some of the duties she currently performs for the agency but she will be doing them remotely. Lacey Ardery's hours will be increased to 32 hours a week to help cover some tasks that Mandy can't do remotely. The Board was supportive of this option.
- g. **GPLI (Great Plains Leadership Institute)** – Brad was able to have conversations with state personnel and the Deputy Director of IDPH at the Governor's Conference. He also met with key speaker, Andy Wessel, Community Health Organizer of the Douglas County Health Department in Omaha and they discussed the GPLI which is something Brad would like to do. It's a year long institute for public health professionals to work on leadership skills (information included in handout). Brad would like the Boards blessing for the time it would take of 9-10 work days starting Oct. 20th. There is a fee of \$3,000 and that would have to be worked out. The Board indicated maybe a portion of the fee could come out of the agencies budget. Brad will follow-up on this at the July BOH meeting.
- h. **Strategic Plan** – Brad questioned whether it's ok to make changes/adjustments to the current Strategic Plan. One area of concern was the deadlines for accreditation. The Board agreed with Brad on delaying accreditation at this time due to a lot of changes that have occurred and continue to occur within the agency and focus on obtaining some grants at this time. Brad stressed it will still be a goal and there may be some guidance coming for rural counties in obtaining accreditation. The Board felt the strategic plan is a living document and will continually need to be updated. Brad will present some amendments at the July

BOH meeting. He also informed the Board that he will be meeting with CHI about the possibility of a shift from a five year CHINA HIP report to a combined three year report.

- i. **Misc.** – This Thursday in Council Bluffs there will be a Train the Trainers on Opioid Overdose. Madelyn Brunow will be attending this training.

ENVIRONMENTAL HEALTH REPORT:

1. Activity report sent to BOH before meeting. See attached.
2. Contract between Department of Natural Resources and Harrison County Board of Health signed by BOH Chair, Michael Raine. The contract is for septic pumper inspections which generates \$6,200 of revenue.
3. Matt Pitt informed the BOH members of an upcoming meeting on June 4th at the Rand Center from 6 pm – 9 pm which the Corp of Engineers is conducting to discuss the missile base site. Mat will get the information to the Board members.

BOH ITEMS:

HCHPH/Homemakers Merger Discussion – Everyone

There have been a couple of postponed meetings. The plan is for the committee (Nicole, Amy and Christy) to look at options and give it a fair and honest review. Matt Pitt questioned where the efficiency improvement would be. Nicole Carritt stated that's one part of it and access of quality of service, cost of services and coordination of services are also other parts to look at. Michael Raine stressed that looking at this does not necessarily absolutely mean there will be a change. It could be that they will leave it the same after the review. Dr. Alvis suggested it be completed by January, 2020. Some members felt that might not be realistic but other's felt it could be completed by then. Dr. Alvis also suggested using the HR company that was previously used for assistance in this matter. The Board also stressed communication is key in going forward but felt it was not necessary for a letter to the editor at this time. The committee will work on getting a report ready by October for the Board to review before the November BOH meeting. The Board of Health will report back to the Board of Supervisors on their findings.

BOH Governance – Brad, Michael, Amy

One thing agreed upon was incorporating some of the strategic plan into the agenda. Brad wanted to know if there were any training areas the Board members would be interested in.

Michael Raine suggested some training from Dawn Mouw for any newer board members who haven't had it as he felt it would be beneficial.

The Board reviewed the administrator's appraisal procedure. The committee has looked at Robert's Rules for small Boards but it wasn't real clear. BOH members suggested sending a consent agenda with the voting pieces to be done earlier in the BOH meetings. There was some concern about a consent agenda leaving out some discussions that need to be had as they have a responsibility to know what is going on. Michael said he would like to see what one looks like. They asked Brad to draft an agenda in that format and send it to the Board for their review. Robert's Rules will continue to be looked at.

Motion made by Dr. Nathaniel Alvis to eliminate the Advisory Board meetings. Seconded by Amy Sherer – all ayes – motion carried.

NALBOH News Brief was given to Board members and included information on the 2019 Annual Conference.

Dr. Alvis recommended talking with Walgreens about pairing with them for school flu vaccinations.

BOARD REQUEST TO HAVE ITEMS ON THE NEXT MEETING AGENDA:

HCHPH/Homemakers Merger Discussion – Everyone

BOH Governance – Brad, Michael, Amy

Nicole Carritt made a motion to adjourn at 8:02 pm. Seconded by Amy Sherer - all ayes – motion carried.

Michael Raine, Chair

Kristi Rife, Recording Secretary

