



**WINNEBAGO COUNTY PUBLIC HEALTH NURSING
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Public Health
Prevent. Promote. Protect.

**Winnebago County Board of Health Meeting Minutes
January 19, 2018
Public Health Office
Time: 07:30 AM**

The meeting was called to order by Dr Keller, with the announcement of a Quorum.

Members in attendance were Dr Keller, Mike Stensrud, Sandy Mireles, Stephanie Swenson and Sonja Rank. Julie Sorenson and Ruth Merchant were also present. Community Action.

There were no additions to the Agenda.

There were no corrections to the November 18, 2017 minutes. Mike Stensrud motioned to approve the minutes as written, second by Sonja, motion was carried without opposition.

Governance: Julie Sorenson, financial manager, presented the end of November and December report.

Nursing Department

Revenue Department-November \$88,492.68 (38.54%)
Expenses Department-November \$101,386.02 (35.79%)

Environmental Department

Revenue Department – November \$200.00 (24.47%)
Expenses Department- November \$2,204.99 (33.17%)
Fund balance: \$70,377.65 with additional county dollars

Nursing Department

Revenue Department- December \$61,124.08 (43.79%)
Expense Department- December \$95,954.47 (42.90%)

Environmental Department

Revenue Department- December \$4,090.00 (33.54%)
Expense Department- December \$4,902.91 (44.08%)
Fund balance: \$34,734.65 with additional county dollars

Two versions of the 2018/2019 fiscal budget was presented to the board for approval. One was with IPERS, FICA and health insurance moved out of the Public Health budget (0043) and is taken out of the rural basic fund (0002). Ruth explained that with that budget, no county dollars would be requested in the budget submitted to the Board of Supervisors. Karla, County auditor, had proposed the change and had already implemented it. This would leave \$360,000.00 in fiscal

18-19 budget, which was more that we were asking in county dollars. The second budget would leave all the benefits coming out of the Public Health (0043), so we would need to ask for \$250,000.00 from the county. Dr Keller had concerns that without a written & signed document from the county there would not be anyone to be held accountable if the county decided to change the employee benefits back to fund (0043). There was a discussion on both options and on raising the starting pay for home care aides to \$13.00 per hour and increase wages for current home care aides making less than the new base wage. This would take effect July 1, 2018. Mike made a motion to increase the home care aide wages, the fiscal 18-19 budget with benefits included with a request for \$250,000.00 from the county. The motion was seconded by Sandy, motion carried without opposition. The board also will consider approving the 18-19 budget without FICA, IPERS and health insurance benefits included if they received a letter from the Board of Supervisors stating the funds would be moved from fund 0043 to fund 0002. Ruth & Julie will talk to Karla about getting a letter verifying the funds that will be moved out of the Public Health budget. Julie will email the letter and budget to the board of health for review and approval.

The cost report for the Healthy Families America was discussed. The cost per visit was \$146.00, the exact breakdown was not clear as this was the first time a cost report was done separate from nursing. The awarded for next year is \$59,454.00. We are working on getting additional funding though other sources.

Ending Fund Balance- May \$140,218.47
(With \$125,000 additional county dollars)

Sandy made a motion to ask for the \$243,389.51 that was allocated for 2017-2018 fiscal year by the Board of Supervisors at the beginning of July 2017. Stephanie 2nd the motion. The motion carried without objection.

Administration:

Julie reported that all the billing is up to date. She continues to work with the MCOs to make sure she has the correct information needed to obtain reimbursements. She continues to have issues with collecting funds from the VA. There were no bad debts at this time, all the State Grant Funds and Elderbridge funds have been used.

Communication/IT:

Eric will be installing a camera system in the office for security. That will be done to replace the Defender system that is no longer working.

Workforce:

We had 14 admissions & 21 discharges in May with 434 skilled nursing visits. Melissa Wacha, RN, was hired at \$25.00 per hour after interviewing several RN candidates. We had no applicants for a part time HCA for 29 hours a week. Salary range discussed with concerns about the pay range is lower than other employers in the county.

Ruth reported on the rental building, we will take possession on July 1, 2017. Will be moving Healthy Families America and Environmental Services to the building. The rent

is \$425.00 per month plus utilities. Ruth met with the VA board 6/21/17, they are opposed to the office moving to a main street location due to parking.

Community Assessment and Planning:

Ruth discussed the upcoming meeting with joined 12 counties. Cerro Gordo County is in control of the grant and the funds. The meeting is scheduled for July 6th in Mason City at NIACC. We will find out more about how the grant will work at that time.

Meeting attended and events:

Tobacco Meeting & Task Force-Rhonda, Empowerment Meeting-Ruth, HFA-Beth and support workers. BT meeting- Ron, Value Based Purchasing Webinars--Ruth

Evaluation:

Ruth reported on Deyta-115 evaluations completed, no negative remarks, the BOH noted.

Prevent Epidemics and the Spread of Disease:

Food inspection report was given to BOH members for review. We had no calls on the Jay Robinson Wrestling Camp this year.

Protect against Environmental Hazards:

The BOH was given the Sanitarian Report by Ron Kvale for review.

Promote Health Behaviors:

We continue to have monthly Foot Clinics Lake Mills at Mills Harbor and at the office in Forest City. Cholesterol clinics are available mothing at the office. Heathy Families America continue to work with children in their homes. Rhonda is working on the Tobacco program. She provides education throughout the county on the health risks linked to tobacco use.

Prepare for/Respond to/and Recover from Public Health Emergencies Preparedness:

We have completed all the requirements for the current grant year and will move forward in the 12 county coalition.

Lisa Koppin and Peggy Funk from North Iowa Community Action gave reports on their programs. Lisa discussed Maternal Health, Family Planning, WIC, Child Health and services. Peggy reported on the I-Smile program. The both left handouts with valuable information.

Motion to adjourn meeting by Sandy, seconded by Stephanie, motion carried.

Next Board Meeting: August 18, 2017
Next Advisory Meeting: August 18, 2017