



**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
**216 SOUTH 4<sup>TH</sup> STREET**  
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**Winnebago County Board of Health Meeting Minutes**  
**August 30, 2019**  
**Public Health Office**  
**8:00 a.m.**

Dr. Twyla Ostercamp called the meeting to order. With the announcement of a Quorum. Members in attendance were Sonja Rank, Sandy Mireles, Dr. Twyla Ostercamp and Mike Stensrud. Stephanie Swenson was unable to attend. Also present was Julie Sorenson, Allison Rice and Ron Kvale.

There was 1 addition to the agenda. Tanning bed & lead inspections.

There were no corrections to the June 21, 2019 BOH minutes, approved as written.

**Governance:**

Julie Sorenson, Administrator/Financial Manager, presented the end of June and July fiscal report. Practice fiscal oversight: End of June

Nursing Department

Revenue Department – \$71,644.65 (66.42%)

Expenses Department -\$61,974.14 (77.29%)

Environmental Department

Revenue Department -\$ 991.00 (41.46%)

Expenses Department-\$ 3,141.40 (92.11%)

Fund Balance: \$ 10,996.94

Practice fiscal oversight: End of July

Nursing Department

Revenue Department – \$50,047.40 (5.84%)

Expenses Department -\$59, 398.87 (6.22%)

Environmental Department

Revenue Department -\$ 7,852.02 (22.43%)

Expenses Department-\$ 2,811.96 (6.90%)

Fund Balance: \$ 12,685.53 with no additional county dollars

Discussion regarding the positive fund balance at the end of FY19. Also discussed the FY20 budget and that Julie will be asking for funds that was approved by the county for FY20 due to flu season expenses coming out in the next few months. County approved \$131,721 for FY20. Julie will send a letter to the Board of Supervisors.

Administration: Julie reported that all the billing is up to date. Discussion regarding VA payments and the billing process with the new provider. Also discussed billing process with the new MCO Iowa Total Care went live July 1 and Julie billed thru their web portal, will keep board up to date on payments. Beginning new fiscal year for all grants: State Grant-\$37,233; Elderbridge-\$16,815.84 (homemaker, personal cares, respite); I4 (immunization grant)-\$7,786; Tobacco Grant-\$10,000; Healthy Families-\$63,000 & P4C-3,500.

Communication/IT: Eric will be updating the server to Windows 10 the week of September 9<sup>th</sup>.

Workforce: We had 17 admissions & 10 discharges in June with 374 skilled nursing visits and 454 home care aide visits. We had 13 admissions & 22 discharges in July with 358 skilled nursing visits and 532 home care aide visits.

Community Assessment and Planning: Discussion on the upcoming meetings the staff will attend and the importance of the education. Also discussed the meetings and events the staff attended tobacco meetings, QPAI meetings, Medicare and value-based purchasing meeting.

Evaluation:

Julie reported on Deyta for June 97 evaluations, no negative remarks and for July there was also 97 evaluations with no negative remarks, BOH noted.

Quarterly chart audits: Allison reported on the audits. A motion was made by Mike Stensrud to approve the quarterly chart audits, second by Sonja Rank, all ayes and motion carried.

Prevent Epidemics and the Spread of Disease:

Food Inspection Report was given to BOH members for review.

Protect against Environmental Hazards:

The BOH was given the Sanitarian Report by Ron Kvale for review. Discussion regarding the tanning bed inspection. The state will not be supporting the cost of this inspection. Discussion and action will be on next month's agenda. Also discussed lead testing in water. Discussion and action will be on next month's agenda. Discussion regarding bat issue with staff member it falls under work comp and staff was taking care of per recommendation of State regulations.

Prevent Injuries: We still have Radon Kits available for \$9.00.

Promote Health Behaviors

We continue to have monthly foot clinics in the office and at Mills Harbor. We also offer them in their homes as needed. Healthy Families accreditation will take place next August 2020, Julie will be budgeting for the expenses in the next fiscal year.

Motion by Sonja to adjourn the meeting at 9:00 am second by Mike, Motion carried.

Next Board Meeting: Will be Friday September 20 at 8 am.