



WINNEBAGO COUNTY PUBLIC HEALTH NURSING
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Winnebago County Board of Health Meeting Minutes
February 21, 2020
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 Dr. Twyla Ostercamp, Stephanie Swenson, Sonja Rank, and Sandy Mireles. Absent: Mike Stensrud. Also present was Julie Sorenson and Allison Rice.

There were 1 addition to the agenda. Mileage policy under Workforce

There were no corrections to the January 31 BOH minutes, board noted.

Governance:

Julie Sorenson, Administrator/Financial Manager, presented the end of November fiscal report. Practice fiscal oversight:

Practice fiscal oversight: End of January—Julie Sorenson

Nursing Department

Revenue Department – \$129,538.62 (59.64%)

Expenses Department -\$59,735.84 (48.03%)

Environmental Department

Revenue Department -\$4,563.00(67.27%)

Expenses Department-\$1,850.17(55.29%)

Fund Balance: \$126,313.25 (includes \$65,860 from county funds 1st & 2nd quarter)

Administration: Julie reported that all the billing is up to date. Discussion regarding VA payments and the billing process. Julie is still working with the VA to get the past authorization finished so she can bill the VA for past services. Also discussed on the MCOs and getting claims paid in a timely matter. Iowa Total Care is paying better in a timely matter than Amerigroup as of right now. Discussed the new PDGM billing for Medicare, where we bill every 30 days now. All other billing is up to date.

Discussion regarding the Elderbridge on Aging RFP for FY21 has been submitted by Julie. She applied for a total of \$27,000.

Communication/IT: Julie received a new computer from the IT department and is working well.

Workforce: We had 16 admissions & 16 discharges in January with 353 skilled nursing visits and 531 home care aide visits.

QAPI: Allison reported to the board regarding the new QAPI measurement that the agency will be involved in this year will be medication management. The goal is data driving from the OASIS assessments. A motion was made by Rank to approve the QAPI measurement of medication management, second by Swenson, all ayes and motion carried.

Hiring of RN: Allison reported that she received 4 application for this position and offered the position to Randee Lindeman, RN. A motion was made by Mireles to hire Randee Lindeman, RN at starting salary of \$25 effective March 30, 2020, second by Rank, all ayes and motion carried.

Mileage policy: Allison discussed the mileage policy, stating that everyone was told something different when they were hired and are interpreting the policy differently. Allison and Julie just want consistency across the board with the mileage policy so everyone is doing it the same. After much discussion of the 1st paragraph of the current policy will change to read: A motion was made by Rank to change the 1st paragraph of the current mileage policy to read, Employees work day starts at 8:00 am with their first client, with exceptions approved by the administrator and/or clinical manager; mileage begins after your first client's home; travel time is not compensated until after the first client is seen. Mireles commented that she would like this policy to be approved by the County Policy Committee that meets in March before it goes into effect, second by Swenson, all ayes and motion carried.

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:

Allison reported on Deyta for January 99 evaluations, no negative remarks. BOH noted.

Prevent Epidemics and the Spread of Disease:

Food Inspection Report for the month of January had 2 reports, board noted.

Protect against Environmental Hazards:

Ron Kvale's sanitarian report was review, no questions or concerns, board noted.

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 have started been getting referrals from Forest Plaza. We also offer foot clinics in their homes as needed.

Motion by Swenson to adjourn the meeting at 9:00 am second by Mireles, motion carried.

Next Board Meeting: Will be Friday March 20, 2020 at 8 am.