



**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
**216 SOUTH 4<sup>TH</sup> STREET**  
**FOREST CITY, IA 50436**  
**PHONE: 641-585-4763 FAX: 641-585-1788**

**Winnebago County Board of Health Meeting Minutes**  
**January 21, 2022**  
**Public Health Office**  
**7:30 a.m.**

Sonja Rank called the meeting to order. With the announcement of a Quorum. Members in attendance were Sandy Mireles, Susan Smith, Sonja Rank, and Dr. Ostercamp arrived at 7:40 am and took over the meeting. Absent none. Also present was Julie Sorenson, Allison Rice and Erin Barkema.

There were two addition to the agenda: New MCO for Iowa. Bad Debt.

There were no corrections to the November 19, 2021 minutes, motion by Smith, second by Mireles, all ayes motion carried.

FY23 IDPH Grant Erin Barkema: Barkema updated the board on the changes to the LPHS grant. The use of the LPHS funds will incrementally change from FY23 to FY27. The change to the contract will be a tiered approach. A focus on population health will provide the opportunity to protect and improve the health of every Iowan. Barkema will work with Sorenson to help with the change.

**Governance:**

Julie Sorenson, Administrator/Financial Manager, presented the end of October fiscal report.

Practice fiscal oversight: End of November—Julie Sorenson

Public Health-Nursing &EH

Revenue Department – \$70,435.92 (39.45%)

Expenses Department -\$68,673.01 (65.20%)

Fund Balance: \$125,498.95 (includes 1<sup>st</sup> quarter of 62,500)

Practice fiscal oversight: End of December—Julie Sorenson

Public Health-Nursing &EH

Revenue Department –\$60,170.99 (44.76%)

Expenses Department -\$53,071.17 (43.27%)

Fund Balance: \$132,598.77 (includes 1<sup>st</sup> quarter of 62,500)

Administration: Julie informed the board all billing is up to date, board noted.

New MCO for Iowa: CareSource will be a new MCO for the state of Iowa starting 7/1/23. A motion was made by Mireles to contract with any new MCO for the state of Iowa, 2<sup>nd</sup> by Rank, all ayes and motion carried.

Bad Debt: Sorenson presented to bad debts that have been on the books for some time and she suggested that the BOH write them off. A motion was made by Rank to forgive debts of \$350 and \$1050 to be written off, second by Mireles, all ayes and motion carried.

Communication/IT: Update on the new EMR software. Training has started and go live date for the software is May 2, 2021.

Workforce: We had 11 admission and 16 discharges for November and 5 admissions and 12 discharges for December. The agency had 265 skilled nursing visits, 403 home care aide visits for November 244 skilled nursing visits, and 336 home care aide visits for December. Admission and visits are down due to the hospital not doing elective surgeries due to COVID-19 surge.

Cost Report/sliding scale fee: Tabled

Chart Audits: A motion was made by Smith, second by Mireles to approve the 1<sup>st</sup> quarter chart audits, all ayes and motion carried.

Vaccine mandate & exemptions policy update: A motion was made by Smith to approve the update on the CMS vaccine mandate & exemption policy, second by Mireles, all ayes and motion carried.

Staffing: A motion was made by Smith to accept the resignation of HCA Terri Simmons, second by Mireles, all ayes and motion carried. Also discussed was the low census due to Covid and board gave Sorenson the authority to enforce the over-time/comp policy. There will be no over-time/comp unless you work the weekend motion by Mireles, second by Smith, all ayes and motion carried.

Wages HCA: Sorenson discussed with the BOH the starting wage for HCA is currently \$13.00 an hour and that is not competitive with the nursing homes and area business. She would like the board to raise the starting wage for the HCA to \$15.00 an hour starting 7/1/2022 and bump up the current aides at that time to reflect their time with the agency. She also would like to bump up the office-starting wage to \$15.00 an hour. A motion was made by Rank, second by Smith to have the starting wage for HCA and office staff starting 7/1/2022 to be \$15.00 an hour, all ayes and motion carried.

FY23 budget: Sorenson discussed with the BOH the budget and wages for the next FY23. A motion was made by Mireles to approve the FY23 budget and the salary raises to align with the recommendation of the comp board and board of supervisors except with the bumping up of the aides to align with the increase in the starting wage of 15.00 an hour, all ayes and motion carried.

Community Assessment & Planning: Discussion on the upcoming webinars on COVID19 with IDPH, IHCA, and partners.

Evaluation:

Allison reported on Deyta for November 81 and December 71 evaluations with no comments, BOH noted.

Prevent Epidemics and the Spread of Disease:

COVID19: Allison and Julie discussed with the board the situation with the COVID 19 virus. Numbers are increasing in the county. Agency still doing Covid clinics by appointments only.

Food Inspection Report: There was two reports for the month of November and no reports for the month of December board reviewed and 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, must call the office before picking them up due to limiting people in the front lobby due to Covid.

#### Promote Health Behaviors

Clinic held at the agency are: Mondays-Peds Clinic, Tuesday, Thursday and Friday will be Covid Clinic, Wednesday will be Flu Clinic. These clinics are by appointment for 1-4 in the afternoons. We have put on hold all foot clinics at Mills Harbor and Forest Plaza due to Covid 19. We are doing immunizations and foot clinics in the office with appointments. We also do foot clinics in their homes. First Steps Winnebago County staff Beth and Melissa are back doing in person home visits with their families with some video chats at the family request.

Other Business: Sorenson shared the resignation letter from Board of Health member Stephanie Swenson effective 1/6/2022. The BOH and BOS will be looking for someone to replace her.

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

Next Board Meeting: The next meeting will be Friday February 18, 2022 at 8 am.