



WINNEBAGO COUNTY PUBLIC HEALTH NURSING
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Winnebago County Board of Health Meeting Minutes
April 12, 2022
Public Health Office
8:00 a.m.

Dr. Ostercamp called the meeting to order. With the announcement of a Quorum. Members in attendance were Susan Smith, Sonja Rank, and Dr. Ostercamp. Absent Sandy Mireles. Also present was Julie Sorenson, Allison Rice, Beth Clouse, Krystal Wempen, and Alyssa Rakota.

There were no addition to the agenda.

There were no corrections to the March 18, 2022 minutes, motion by Smith, second by Rank, all ayes motion carried.

Community Presentation: Beth Clouse, director First Steps Winnebago County present to the board her annual report, board noted.

Governance:

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

Public Health-Nursing &EH

Revenue Department – \$ 56,255.68 (40.90%) Nurses & Sanitarian

Expenses Department -\$55,833.34 (39.23%) Nurses

Expenses Department-\$2,588.06 (36.75%) Sanitarian

Fund Balance: \$98,533.64 (includes 1st quarter of 62,500)

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

New Board of Health Member: Susan and Julie have been working on finding a new board of health member. They have a few people in mind to speak too and hopefully by the June board meeting we will have a new member, board noted.

FY23 Grants: Julie updated the board that the following grants have been submitted for the FY23, Tobacco (10,000), LPHS (state grant 35,958). First Steps (amount to be determined) and I4 (8,080) will be submitted in the next 2 weeks. Julie is waiting for the RFP for the Grants to County.

Update on ARPA funds: Susan and Julie updated the board on the ARPA funds. The RFP for the Public Health Building will be worked on in the next month.

Communication/IT: Julie informed the board that EMR training is in progress and going well. Nurses have been working with the tablets with test clients to get use to the program. The go live date for the new software is May 2, 2022. Julie also stated that the agency needs to update the policies to include the new EMR software. Smith made a motion to approve the policies to include the new EMR software, second by Rank, all ayes and motion carried.

Nurses' discuss on call/weekend policy: Discussion regarding the proposal that the nurses presented last week and the board had much discussion and agreed and a motion was made by Dr. Ostercamp to change from a \$5.00 per phone call to a flat rate for the weekends and holidays, weekend rate would be \$15 a day for Saturday and Sunday and \$30 for the holidays to start July 1, 2022, also change the on call policy to add the nurse needs to be within an hour of the agency and answer the call within that hour, second by Smith, all ayes and motion carried.

Workforce: We had 13 admission and 12 discharges for March. The agency had 261 skilled nursing visits and 340 home care aide visits for March.

Cost Report/sliding scale fee: Tabled

HCA ad update: Agency has not received any application we will run the ad for another 2 weeks.

Community Assessment & Planning: Discussion on the upcoming meetings: MCO calls monthly with IHCA, monthly BT meeting with region 2, and Early Childhood. Julie and Allison will be going to Mason for the region 2 tabletop exercise May 11.

Evaluation: Allison reported on Deyta for March 74 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. Agency still doing Covid clinics by appointments on Thursdays. Vaccine numbers are low.

Food Inspection Report: No reports for March.

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: Thursday will be Covid Clinic by appointment for 1-4 in the afternoon. 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:

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

Next Board Meeting: The next meeting will be Friday June 17, 2022 at 8 am.