



**Public Health**  
Prevent. Promote. Protect.

**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
**216 SOUTH 4<sup>TH</sup> STREET**  
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**Winnebago County Board of Health Meeting Minutes**  
**June 23, 2017**  
**Public Health Office**  
**Time: 07:30 AM**

The meeting was called to order by Sonja Rank. With the announcement of a Quorum.

Members in attendance were Mike Stensrud, Sandy Mireles, Stephanie Swenson and Sonja Rank. Dr Keller was unable to attend. Julie Sorenson and Ruth Merchant were also present. Guest speakers were Lisa Koppin and Peggy Funk from North Iowa Community Action.

There were no additions to the Agenda.

There were no correction to the May 22, 2017 minutes. Mike Stensrud motioned to approve the minutes as written, second by Sandy, motion was carried without opposition.

*Governance:* Julie Sorenson, financial manage, presented the end of May report.

**Nursing Department**

Revenue Department-May \$1,090,240.93 (96.13%)  
Expenses Department-May \$1,114,639.69 (87.96%)

**Environmental Department**

Revenue Department – May \$32,078.52 (84.33%)  
Expenses Department- May \$37,452.49 (89.96%)  
FY18 Grants to Counties is \$30,612.00

**Heathy Families America**

Revenue Department- May \$50,359.81  
Expenses Department- May \$54,902.43 (104%)

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 2<sup>nd</sup> 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 6<sup>th</sup> 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 nothing 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