



Public Health
Prevent. Promote. Protect.

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

Winnebago County Board of Health Meeting Minutes
September 21, 2018
Public Health Office
Time: 6:30 PM

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.

There were no additions to the Agenda.

There were no corrections to the August 14, 2018 BOH minutes. They were approved as written by the all the board member present.

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

Nursing Department

Revenue Department- August \$56,261.78 (8.7%)

Expenses Department- August \$56,013.06 (12.06%)

Environmental Department

Revenue Department – August \$5,693 (13.95%)

Expenses Department- August \$4,901.39 (99.03%)

Fund Balance: \$26,329.20 without additional county dollars

Julie discussed the budget and billing issues with the board members. United Health Care does not require preauthorization for home health services. They can deny care and ask for money back after the service has been completed. They have denied services provided to one client dating back to December 2017 and are asking for a refund of payments already received. This case has gone through the appeal process previously with another MCO. It was settled following a judge hearing. The judge ruled in favor of our client and agency. Sandy talked about the “MCO Watchdog” found at www.watchdog.org/iowa and also on Facebook.

Administration:

Julie reported that she is working on getting the billing out. She continues to work with the closely with the MCOs to make sure the information is correct to obtain reimbursements.

She also contacts the Iowa Health Care Association with issues pertaining to the MCOs. There were no other issues with billing.

Communication/IT:

Eric has been updating our email account as increased memory was needed. He also continues to work on replacing computer towers in our office.

Workforce:

We had 14 admissions & 21 discharges in August with 384 skilled nursing visits. Tanya Sabin changed her resignation to a PRN status, approval was requested from the BOH. Mike made a motion to leave employee issues of that nature along with hiring up to the administrator. Base salary guidelines would be followed as follows: RN-\$25.00 per hour, LPN- \$18.00 per hour, HCA/Homemaker \$13.00 per hour. The BOH would be notified of any new hires or changes in status. Any raise above the base wage would need approval by the BOH. Stephanie seconded the motion, motion passed without objection.

The BOH offered Julie Sorenson the administrator position and Allison Rice the clinical manager, they both accepted the positions starting September 29, 2018. After a discussion about salaries. Mike made a motion to hire both applicants as exempt employees at \$33.00 per hour with a \$68,640.00 annual salary. Sandy 2nd the motion, motion carried without objection. Dr. Keller will notify the other applicants of the decision.

Community Assessment and Planning:

Ruth discussed the upcoming meeting staff will attend and the importance of the education. Also, the value of networking with other agencies at meetings.

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-97 evaluations completed, no negative remarks, the BOH noted.

Quarterly Chart audits for skilled nursing, HCA & therapy audits were presented for review. Mike made a motion to approve the chart audits, Sandy 2nd the motion. Motion carried without objection.

Ruth presented an update on the QAPI pain assessments the nurses are using. We continue to evaluate and update the tool as needed.

IDPH Final report for the \$800.00 incentive was presented to the BOH for review. The money will be utilized to cover homemaker services clients with low income. Sandy made a motion to approve the report as written, Stephanie 2nd the motion, motion carried without objection.

IDPH Performance Measure Report was presented to the BOH for review. It reflects the support provided by the BOH to the Healthy Families Winnebago County. The report includes a success story of one family. Stephanie motioned to approve the report as written, Mike 2nd the motion. Motion carried without objection.

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.

Promote Health Behaviors:

We continue to have monthly Foot Clinics Lake Mills at Mills Harbor and at the office in Forest City. Healthy 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.

The Immunization Bench Mark Report was presented to the BOH for approval. Mike made a motion to approve the report, Sandy 2nd the motion. Motion carried without opposition.

Prepare for/Respond to/and Recover from Public Health Emergencies Preparedness:

We are working with Andy Buffington to on planning for a Public Health emergency exercise.

Motion to adjourn meeting was made by Stephanie, Sandy 2nd the motion. Motion carried without objection.

Next Board Meeting: October 19, 2018