



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

**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
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**Winnebago County Board of Health Meeting Minutes**  
**April 24, 2019**  
**Public Health Office**  
**5:15 p.m.**

Sonja Rank called the meeting to order. With the announcement of a Quorum. Members in attendance were Sonja Rank, Sandy Mireles and Stephanie Swenson. Mike Stensrud and Dr. Twyla Ostercamp was unable to attend. Also present was Rhonda Schriever, Julie Sorenson and Allison Rice.

There was one additions to the agenda approval of review of policy book under governance.

There were no corrections to the March 15, 2019 BOH minutes, approved as written.

Rhonda Schriever, Tobacco Coordinator presented to the board her annual report and the activities that she has been doing to meet the grant requirements. Board noted.

**Governance:**

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

Practice fiscal oversight: End of March

- Nursing Department
  - Revenue Department – \$49,728.15 (51.07%)
  - Expenses Department -\$54,046.40 (57.19%)
- Environmental Department
  - Revenue Department -\$474.00 (36.91%)
  - Expenses Department-\$1,959.71(70.82%)
- Fund Balance: \$44,680.06

**Policy Book:** A motion was made by Sandy to approve and review the policy and procedure book, second by Stephanie, motion carried.

**Administration:** Julie reported that all the billing is up to date. United Health Care will be leaving July 1, the new MCO is Iowa Total Care, and Julie has signed the contract and sent it in after the county attorney reviewed it. Elderbridge site audit was this morning and it went well. VA is behind in processing their reimbursements by 90 days. We will have to become providers with TriWest and Julie will be looking into become a provider with them in the near future.

**Communication/IT:** New printer in Julie's office that is more cost effect monies came out of IT budget.

**Workforce:** We had 9 admissions & 10 discharges in March with 315 skilled nursing visits. We will update the home care visits next month.

Community Assessment and Planning: Discussion on the upcoming meetings the staff will attend and the importance of the education.

Meeting attended and events:

Julie attend a round table meeting in Des Moines April 15 with the new MCO, which she felt was very helpful. Alyssa attended a coding class.

Evaluation:

Julie reported on Deyta for March 90 evaluations, no negative remarks, BOH noted.

Medicare surveyors: Revisit was March 27, 2019 and it was determined that our agency was in compliance with the Conditions of participation in the Medicare certification program for home health agencies.

Chart audits: A motion was made by Sandy to approve the quarterly audits, second by Sonja, all ayes and motion carried.

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.

Prevent Injuries: We still have Radon Kits available

Promote Health Behaviors

We continue to have monthly foot clinics in the office and at Mills Harbor. We also offer them in their homes as needed. Healthy Families was approved for the Decat Grant and funding will start April thru June of this fiscal year.

Motion by Sandy to adjourn the meeting at 6:30 pm so meeting was adjourn second by Stephanie, Motion carried.

Next Board Meeting: Will be Friday May 17 at 8 am.