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Winnebago County Board of Health Meeting Minutes
March 18, 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 Sandy Mireles, Susan Smith, Sonja Rank, and Dr. Ostercamp. Absent none. Also present was Julie Sorenson, Allison Rice, Krystal Wempen, and Alyssa Rakota by phone.

There were no addition to the agenda.

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

Governance:

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

Practice fiscal oversight: End of February—Julie Sorenson
Public Health-Nursing &EH

Revenue Department – \$47,976.26 (46.26%)

Expenses Department -\$58,201.28 (44.70%)

Fund Balance: \$100,699.36 (includes 1st quarter of 62,500)

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

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.

Nurses' proposal for on call/weekend policy: Krystal, RN and Alyssa, RN presented a proposal to the board about the on call/weekend policy. (See attached) The nurses would like to be compensated the same as Secondary Roads Department is with their on call policy, \$10 per day of on call pay and \$20 per day of holiday on call. Public Health's current on call policy is \$5.00 per phone call to answer nurse to nurse, Ensocare. The nurses work every 4th weekend; are paid for their time the see a client, mileage and time to and from client. (See attached). After much discussion, the BOH would like Julie to do some research with what the other counties do for on call/weekend/holiday policy, because the BOH stated, "You need to compare similar agencies it is hard to compare departments because we all do different things. Julie will reach out to the Region 2 counties and report back to the board next month.

Workforce: We had seven admission and nine discharges for February. The agency had 237 skilled nursing visits and 305 home care aide visits for February.

Cost Report/sliding scale fee: Tabled

Medicare survey results: Allison and Julie shared with the board the Medicare recertification survey results and the plan of correction. The survey was a standard survey and your agency was in compliance with the conditions of participation for home health. The agency was written up for a few things and Allison and Julie put in a plan of correction and the plan of correction was accepted.

Policy update: Missed Visits and Wound Care documentation: The agency needed to update their missed visit and wound care documentation policies to be in compliance with the Medicare recertification survey. A motion was made by Rank, second by Smith to approve the update policies for missed visits and wound care documentation, all ayes and motion carried. (See Attached)

HCA PT/FT ad: Mireles made the motion to put an ad in the papers for a part-time potential full time home care aide starting at \$15 an hour, second by Rank, all ayes and motion carried.

Community Assessment & Planning: Discussion on the upcoming meetings: MCO calls monthly with IHCA, monthly BT meeting with region 2, and Early Childhood audit will be Tuesday, March 22.

Evaluation: Allison reported on Deyta for February 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 only. Vaccine numbers are low.

Food Inspection Report: There was one report for the month of February 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:

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

Next Board Meeting: The next meeting will be Friday April 15, 2022 at 8 am.