



**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
**216 SOUTH 4<sup>TH</sup> STREET**  
**FOREST CITY, IA 50436**  
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**Winnebago County Board of Health Meeting Minutes**  
**October 21, 2022**  
**Public Health Office**  
**8:00 a.m.**

Dr. Twyla Ostercamp called the meeting to order. With the announcement of a Quorum. Members in attendance were Dr. Twyla Ostercamp, Susan Smith, Sonja Rank, Jaci Miller and Sandy Mireles via phone. Absent None. Also present was Allison Rice, Julie Sorenson and Ron Kvale.

No additions to the agenda.

There were no corrections to the September 16, 2022 minutes, motion by Rank, second by Miller, all ayes motion carried.

**Governance:**

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

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

Revenue Department – \$58,970.65 Nurses/Sanitarian (13.06%)

Expenses Department -\$102,335.91 (20.74%) Nurses

Expenses Department-\$4,200.65 (22.30%) Sanitarian

Fund Balance: \$96,007.29

Administration: Julie informed the board she is finishing billing for September, board noted.

Building update: Susan and Julie shared with the board some tentative plans from the architect regarding the building, board noted.

Communication/IT: Julie informed the board that EMR program is over all good, still have a few issues that she is working on with tech support.

Workforce: September: Admission-7, Discharges-2; September visits: SN-199; HCA-301.

Staff Retirement: Julie informed the board that Vicki Bartlett will be retiring December 31, 2022. She has been with the agency 24 years, board noted. Julie will be putting an ad in the papers as soon as possible to find a replacement so that person will be able to work with Vicki for some time before her end date, board noted.

Community Assessment & Planning: Discussion on the upcoming meetings: Monthly MCO phone calls Julie attends via zoom.

Evaluation: Allison reported on Deyta-September 64 evaluations no negative comments, BOH noted.

Prevent Epidemics and the Spread of Disease:

COVID19: Allison discussed with the board that when transmission is low in our county we will be not masking unless the patient requests it. Allison will check the transmission rate weekly, board noted. Allison and Julie discussed with the board the situation with the COVID 19 virus. Bivalent dose for Covid-19 have arrived and we are having clinics for those on Thursday afternoons by appointment only. Flu Clinics going well and held on Tuesday, Wednesday, and Friday's afternoons by appointment

Food Inspection Report: September had four reports, board noted.

Protect against Environmental Hazards:

Variance for Rice Lake: Ron Kvale discussed with the board the variance at Rice Lake. The board would like more information and this will be tabled until next board meeting.

Ron Kvale's sanitarian report was review, no questions or concerns, board noted.

Prevent Injuries: Radon kits available for \$11 dollars

Promote Health Behaviors

Clinic held at the agency: Blood pressure clinics are starting back up at the Forest City YMCA once a month on the third Wednesday of the month. Thursday will be Covid Clinic by appointment for 1-4 in the afternoon. Foot Clinics are the last Wednesday of the month must call for 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 Rank to adjourn the meeting at 9:15 am second by Smith, motion carried.

Next Board Meeting: Will be held on Friday, November 18, 2022 at 8 am.