



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
April 21, 2023
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 Susan Smith, Sonja Rank Sandy Mireles and Dr. Ostercamp. Absent Jaci Miller. Also present was Mindi Walters, Carla Miller, Rhonda Schriever, Julie Sorenson and Ron Kvale.

Additions to the agenda: none

There were no corrections to the March 17, 2023 minutes. A motion was made by Rank, second by Smith to approve the minutes, all ayes and motion carried.

Community Presentation: Carla Miller and Mindi Watters present to the board the annual report from North Iowa Community Action Organization programs. Rhonda Schriever, Tobacco Coordinator presented to the board her annual report, Board reviewed all programs and noted.

Governance:

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

Practice fiscal oversight: End of March—Julie Sorenson

Public Health-Nursing &EH

Revenue Department – \$139,251.90 (55.13%) Nurses & Sanitarian

Expenses Department -\$93,767.47 (61.47%) Nurses

Expenses Department-\$3,612.75 (57.98%) Sanitarian

Fund Balance: \$94,629.42 includes 1st quarter additional monies \$71,250

Administration: Julie informed the board that billing is up to date and no issues, board noted.

Building Update: Meeting with architect on May 2 1pm to go over the plans for the addition of the public health building.

Communication/IT: nothing at this time

Workforce: March: Admission-13; Discharges-10; March visits: SN-237; HCA-362

Overtime comp policy reviewed: A motion was made by Rank, second by Smith to follow the overtime compensation policy in the Winnebago County policy book, all ayes and motion carried.

Environmental Health/Sanitarian position: Deadline for applications is Friday April 28th. Currently have four applications Julie would like a committee to help interview. Committee will be Kvale, Smith, Rank, and Sorenson. Board noted.

Community Assessment & Planning: Discussion on the upcoming meetings: Julie attending the BT monthly regular meetings, CHNA HIP meetings. Rhonda attended her monthly CAUSE meetings.

Evaluation: Allison reported on Deyta March evaluations-63 with one negative comment. Allison reported that she has reached out to the negative comment and all things have been taken care of, board noted.

Prevent Epidemics and the Spread of Disease:
COVID19: Nothing new to report.

Food Inspection Report: March had seven food inspection reports, board noted

Protect against Environmental Hazards: 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: Thursday will be Covid/Flu 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 Mireles to adjourn the meeting at 10:30 am second by Smith, motion carried.

Next Board Meeting: Will be held on Friday, June 16, 2023 at 8 am.