



**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**  
**April 25, 2025**  
**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 Sonja Rank, Dr. Ostercamp, Jaci Miller, Susan Smith and Sandy Mireles. Absent none. Also present was Julie Sorenson, Allison Rice, Chris Heyer, Lezah Hansen, I-Smile Oral Health Coordinator, Rhonda Schriever, Tobacco Coordinator and Beth Clouse, First Steps Program Manager.

A motion by Rank second by Smith to approve the agenda, all ayes and motion carried.

A motion by Rank second by Smith to approve the March 21, 2025 minutes all ayes and motion carried.

Practice fiscal oversight: End of March

Public Health-Nursing &EH

Revenue Department –\$52,603.85 (71.31%) Nurses & Sanitarian

Expenses Department -\$60,809.99 (78.33%) Nurses

Expenses Department-\$0.00 (74.07%) Sanitarian

Fund Balance: \$43,398.13 with \$285,000 additional funds

Sorenson reported that all billing is up to date and she is working with Karla Weiss, auditor about the amendment for this fiscal year's FY25 budget due to the new building expenditures.

Evaluation: Rice reported on Deyta for March agency had 49 evaluations with no negative comments, board noted.

Iowa Vocational Rehab: Sorenson received an email from Sue Faber, Iowa Vocational Rehab wondering if there was a free room with Wi-Fi at public health on Tuesday's starting May 27<sup>th</sup> and ending August 26<sup>th</sup> from 8 am to noon. During the summer months when NIACC center is closed Faber has been meeting at Hy-Vee in the deli area. Board noted that Iowa Vocational Rehab will be using the space office room behind Office Manager's desk as the area.

RAGBRAI: A motion was made by Mireles, second by Miller to approve that the Public Health building may close on Tuesday, July 22<sup>nd</sup> at noon when RAGBRAI will be having their overnight stay in Forest City, all ayes and motion carried.

Sliding Scale Fee: A motion was made by Smith, second by Rank to approve the sliding scale fee presented starting July 1 for new private pay admits and those that will have their annuals come due after July 1, 2025, all ayes and motion carried.

Policy Review: Policies reviewed to follow the sliding scale fee. A motion was made by Miller, second by Smith to approve the reviewed policies for Fiscal Management and Sliding Scale Fee, all ayes and motion carried.

Home health:

March Admission-5; Discharges 0; Rejected 6. (3-Level of care, 2-refused, 1-not homebound)

March visits: SN-163; HCA-335, current census 72, board noted.

Public health:

Lezah Hanson, I-Smile Oral Health Coordinator, presented her annual report to the board. Board noted.

Rhonda Schriever, Tobacco Coordinator, presented her annual report to the board. Board noted.

Beth Clouse, First Steps Program Manager went thru some of example questions that could be asked at the peer review for the program which will be held on June 24<sup>th</sup> , board noted.

Food Inspection Report: March had four food Inspection Reports, board noted.

Environmental Health: Chris Heyer reported to the board his report on the activities of the environmental health department, board noted.

Other Business: Sorenson reported to the board about Strategic planning for the agency, board noted.

Next Board Meeting: Will be held on Monday, June 16, 2025 at 8 am due to conflicts with vacations, board noted.

Motion by Miller to adjourn the meeting at 10:30 am second by Smith, motion carried.