



**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
**216 SOUTH 4<sup>TH</sup> STREET**  
**FOREST CITY, IA 50436**  
**PHONE: 641-585-4763 FAX: 641-585-1788**

**Winnebago County Board of Health Meeting**  
**October 17, 2014**  
**Public Health Office**  
**07:30 AM**

1. Call to order
2. Announcement of Quorum : Present Dr Keller, Sandy Mireles, Stephanie Swenson. Absent: Sonja Rank and Mike Strenstrud
3. Additions to the Agenda: Jayne added to Number 15, Tele- health
4. Approval of the last Minutes-(August 2014 meeting) : Minutes were approved as written by all.
5. Advisory Board -(Quarterly-November)

**6. Governance:** *Go thru standards-done*

Practice fiscal oversight: End of Sept

- Nursing Department
  - Revenue Department: \$107,971.53 (25.02%)
  - Expenses Department: \$75,901.37 (26.16%)
- Environmental Department
  - Revenue Department: \$1,712.04 (28.54%)
  - Expenses Department: \$2,120.52 (25.96%)
  -
- Ending Fund Balance: \$84,536.73

Board noted.

**7. Administration:** Standards-Done

- Billing:
- Medicare/Medicaid /Private Pay
  - Private pay clients
  - State dollars
  - Elderbridge Funding
- Billing Administration Grant Update: Jayne reports the Immunization Billing grant was rejected due to they lost our check. CMS wanted another check issued before they were send us back our money. Jayne has talked to Adam, County atty about this and the state is also working with us to try to get our money back. They wanted it Elec thru Peco's and the checks that go out from the auditor were unable to go out that way due to auditing practices. Jayne will continue to work at getting our dollars back. We will not go any further with this grant and will go back to billing immunizations the old way. Board noted.
- INR Machines/Strips: Jayne reports our current INR machines we can no longer get strips for. We have ordered three new INR machines and strips so we can continue this service for our clients. Board approved and noted.

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**8. Communication/IT:** Go thru standards with BOH—done

**9. Workforce:** Go thru standards with BOH- done

- Admits and Discharges
- Staffing

**10. Community Assessment and Planning:** Go thru standards with BOH-

- Upcoming meetings:
  - BT Regional Meeting-Webinar/Executive Meeting-Jayne
  - BT Winnebago Preparedness Coalition Meeting-Jayne
  - Empowerment meetings-Jayne
  - Winnebago Tobacco Coalition meeting---Jayne
  - HFA Supervisors Meeting-Allison/Beth
  - Weekly nurses meeting-all nurses
- Meeting attended and events:
  - Regional/State BT Meeting- .....Jayne
  - Tobacco Meeting & Task Force..... Jayne
  - Empowerment Meeting Regional—Jayne
  - Mental Health Training-Jayne
  - ICS 300 training-Jayne

**11. Evaluation:** Go thru standards with BOH-

- Chart audit—Due November
- Deyta update: Jayne reports no new concerns or neg comments. Board noted.

**12. Prevent Epidemics and the Spread of Disease:** Go thru standards with BOH-

- Food Inspection Report
- Flu Vaccine updates: Jayne reports we still have not received our big shipment of the quad flu. The Sales rep did not think we would get this until the middle of Nov. We did order the tri and have received 430 more does and have received them. We will reduce the amount of quad we ordered. The Senior Center left to have a clinic are BC, Rake and Scarville. We got permission to give at the WIC clinic and had a wonderful turn out there.

**13. Protect against Environmental Hazards:** Go thru standards with BOH-

- Sanitarian Report

**14. Prevent Injuries:** Go thru standards with BOH-

- Love your Kids Injury Prevention Grant

**15. Promote Health Behaviors:** Go thru standards with BOH-

- WiseWomen Screening and BCC Program changes
- Foot clinics/Cholesterol Clinics
- Tobacco Coalition Winnebago County: Jayne reports we are meeting and now call our Coalition the Winnebago County Task Force. She reports new members

are joining. She has put Rhonda Shriever LPN and Ruth Merchant RN in charge of this program. Board noted.

- Healthy Families of America update: Jayne gave the update on how the National Review visit went. We have received our official report back as of this time. She felt it went fairly well for the first visit. She reports we did get dinged for taking families on that are not in the target range between prenatal and 3 months of age. She states that we have no other program in our county to refer them to and the reviewers are taking this into consideration. Board noted.
- Telehealth : Jayne reports Andy Eastwood, Mental Health Center has asked that we be a pilot project for Tele health. New guidelines are being developed by a grant he is writing. They would be contracting with our nurses at our office for this instead of using their nurses this time. Board noted and have asked that he talk to Sandy Mireles first to get her approval before they well approve this project.

**16. *Prepare for/Respond to/and Recover from Public Health Emergencies Preparedness:***

Go thru standards with BOH-

- BT updates –FY 14' updates

Next Board Meeting: November 21, 2014

Next Advisory Meeting: Dec 19, 2014

Adjournment: Stephanie adjourned and Sandy second. Motion carried.



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

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Environmental Health Activities August 18 – October 17, 2014

I have been working with septic systems planning and instillation. I have planned and inspected the instillation of about 40 septic systems this summer. I have also been dealing with Time of Transfer questions and have signed several time of transfer documents. I still get calls about the requirements for the time of transfer law and have explained the law to a couple of realtors and home owners.

Other things I have been busy with are:

Water tests – four tests

A couple of well plugs

I have attended a several workshops:

Environmental Health meeting

Environmental Health webinar

Bed Bug webinar

Infection control meeting

Grant to Counties webinar

Fall meeting of Environmental Health

Buffalo Center is going to have a Dollar General Store and I have been asked to permit their septic system

The mayor of Rake called about a building with bed bugs.

I have had several calls that were landlord/tenant issues about mold.

I talked to a nursing student about the Environmental Health job

I got a call from the DNR about drilling mud in the ditch N and E of the bowling alley.

I continue to be a source of information for people who need answers to a variety of topics dealing with environmental health. I had a call about asbestos abatement for Winnebago Industries. I continue to use Russ Tell, Dan Olson, Heather Lloyd, and others from the DNR and the Iowa Department of Environmental Health to answer questions.

If you have further questions or need more information, please contact me at 641-903-9214.

Ron Kvale