



Cerro Gordo County
Department of Public Health

BOARD OF HEALTH
Friday, May 12th, 2017 at 12:30pm
Department of Public Health
Edna McCaulley Conference Room

AGENDA

- I. Call to Order
- II. Approve April 21st, 2017 minutes
- III. Presentation by Lisa Koppin, North Iowa Community Action Organization
- IV. Approval of FY 16-17 3rd Quarter Reports
 1. Family and Community Health Services
 - Val Conklin, RN, was named Chief Privacy Officer and is working with Ryan Stephen, Chief Security Officer, with Carosh Solutions to address HIPAA policies and compliance.
 - Melissa Ward, RN, has joined our homecare nurses and is doing an excellent job of carrying a full load. Her experience has already helped us consider new ways to look at things.
 - New conditions of participation have been released by CMS and will be a real challenge to comply with. Many hours have been spent on webinars and in other communication in an effort to consider how we will be able to meet these requirements.
 2. Home Care Aide
 - 498 hours of personal leave used this quarter- one team member out on family medical leave.
 - 3rd quarter saw an increase in hours and clients, especially in Medicare hours – an increase of 203 hours compared to 2nd quarter.
 - Training was provided for the home care aide department in cultural competency and HIPPA.
 3. Acute Infectious Disease, Epidemiology and Preparedness
 - In March, we welcomed Samantha Smith to the department as our new Disease Prevention Specialist. She comes to us from Mercy North Iowa Pediatric & Adolescent Clinic. She will be working with our HIV/CTR grant to provide HIV and hepatitis testing to counties in north central Iowa. She will also be providing STD testing services in the clinic.
 - Staff participated in a number of trainings to include: HIPPA, Cultural Competency, Fundamentals of HIV Counseling, NIMS, Basic Epi, Grant Writing 101, and the PulseNet/OutbreakNet Central Midwest Regional Meeting.
 - A total of 597 vaccines were provided to 345 clients during the third quarter.

4. Environmental Health Services
 - Animal bite database has been updated to more easily reference past bites, dog owners, victims, vaccination records, etc.
 - Kara Morel passed the Certified Food Safety Professional exam and Cortney Perrin finished 4 year degree.
 - Two contractor companies (7 workers) trained and ready for HUD work
5. Organizational Development and Research
 - We received over \$500,000 in grant funding during this quarter to include expanded existing grants and a new regional opportunity.
 - Staff members are embracing quality improvement and making huge strides in examining issues, gaining insight from those affected and changing process to make their efforts more efficient. Especially successful currently is a multi-service section project examining grant management and developing processes to set up coordinators for success.
 - Our accreditation process for PHAB is sprinting toward the submission deadline. Of the 12 domains that have multiple required pieces of documentation, 8 are complete and fully uploaded.
6. Chronic Disease Prevention and Health Promotion
 - The Wellmark Health Communities Grant allowed staff to work with small communities in our County to assess and improve outdoor environments to enhance resident health and opportunities for physical activity and good nutrition. This quarter, the Plymouth Betterment Council began the application process to become a 501(c)3 non-profit group. It is their hope the nonprofit status will help them apply for grants to assist with funding their Built Environment Action Plan.
 - A Diabetes Prevention Program Quality Improvement project began third quarter. The overall goal is to increase participant program completion rates by 10%.
 - Several tobacco free/nicotine free policies and outreach efforts took place during 3rd quarter: 414 families in Cerro Gordo County were provided tobacco prevention education packets, 5 daycares/preschools adopted or improved their tobacco use policies, 60 healthcare professionals received orientation on Quitline services and 2A's&R training, and 5 properties were added to the Smoke Free Homes Program property listing.
7. Marketing and Public Information
 - I finalized, submitted and was granted my Certified Communicator in Public Health certification.
 - Three large marketing campaigns occurred in quarter 3. Radon Action Month, Heart Health Month, National Nutrition Month.
 - During quarter 3, the MPIO prepared plans for National Public Health Week (first week in April). A large promotional campaign will kick off for the week.

8. Finance and Administration

- Expenses: 16/17 Qtr. 3: \$2,978,047 or 73% of total budget.
- Revenue: 16/17 Qtr. 3: \$1,613,925 or 71% of internal expected budget, 83% of total budget (tax dollar included).
- Receivables: 16/17 Qtr. 3: \$213,472 (93% current, 7% past due).

V. Old Business

1. Action Items

- a. None

2. Discussion Items

- a. Update on New Building Request for Qualification (RFQ) Process

VI. New Business

1. Action Items

- a. Appoint Board of Health member to the RFQ Review Team

2. Discussion Items

- a. None

VII. Core Team Dialogue

VIII. Core Team Adjournment

IX. Health Director/Board of Health Discussion

- 1. Approve Health Director Wage Adjustments for Staff

X. Health Director's Adjournment

XI. Board of Health Discussion

XII. Adjournment