

BOARD OF HEALTH
Friday, September 16, 2010 at 12:30 p.m.
Department of Public Health
Edna McCaulley Conference Room

AGENDA

- I. Call to Order
- II. Approve August 12, 2011 minutes
- III. Present the Employee of the Year Award
- IV. Introduce Janae Halm, AmeriCorps Member
- V. Approval of FY 10-11 Annual Reports
 1. Family and Community Health Services
 - a. Kathy Tumilson, RN, retired after 18 years of service to the community. Valerie Conklin, RN, was hired in March to join our team and has become a great asset to our department.
 - b. Total numbers of clients increased but visits decreased in FY 10-11. Visits in the area of reimbursement through the Veterans administration increased the most.
 - c. We have completed almost a year of the new satisfaction survey process required by the Center for Medicare Services. An independent company sends out surveys to clients monthly assessing required components. As trend data emerges we will be utilizing this information in quality improvement processes.

Senior Health Clinic

 - a. More clients have been requesting Shirley send information to their provider and providers have expressed appreciation of this information.
 - b. Shirley continues to provide smaller communities such as Swaledale, Meservey, Rockwell, and Ventura services such as blood sugar screening, blood pressure screening clinics, and cholesterol clinics.
 - c. Shirley continues to be active in community organizations such as Aging Coalition and SALT.
 2. Home Care Aide
 - a. 3 staff turnover during the fiscal year; one retired after 20 years of service; ended year with 9.4 full-time equivalent positions.
 - c. There was not a wait for service at the end of the fiscal year.
 - b. Our provision of direct services was 66% this fiscal year.
 3. Disease Prevention Service
 - a. Seasonal influenza vaccine administration began the week of September 15. A total of 3,061 influenza vaccines were administered during the 2010-2011 influenza season. A total of 57 public flu clinics were offered.

- b. The 2011 Immunization Services contract funding was cut \$13,337 due to the loss of stimulus funding after the 2010 grant cycle.
 - c. A new Vaccine Patient Assistance Program that provides free vaccine to persons 19 years of age or older that do not have vaccine insurance coverage and meet income guideline criteria began this fiscal year. A total of 132 vaccines were administered to 72 clients.
4. Environmental Health Services
- a. Initiated year one of the five year CDC Arsenic Grant.
 - b. Food service program receiving a face lift. Visited Olmsted County for programmatic ideas.
 - c. Air Quality approved by BOH. Next steps—Business meetings to discuss program.
6. Organizational Development and Research
- a. Piloting the grant management process for one year & gathering successes and failures to utilize in year 2.
 - b. Completing the Community Health Needs Assessment which will provide the foundation for strategic planning.
 - c. Implementing the 6S process for the entire Department.
7. Health Promotion and Education
- a. The Komen grant was completed.
 - b. The Care for Yourself program grant was ceased early by IDPH, however the Minimum Data Elements were met as required by the contract.
 - c. The Tobacco grant was cut by 10% in January.
8. Finance and Administration
- a. Expenses: **Year ending** expenses: \$ 3,277,651 or 95 % of budget.
 - b. Revenue: **Year ending** revenue: \$ 1,943,973 or 96 % of budget.
 - c. Receivables: **Year ending** receivables \$ 35,277. Current posted revenue plus receivables = \$ 1,979,250 or 98% of budgeted revenue
9. Public Health Preparedness
- a. Nola Aigner, settled into her new position as Public Information Officer with the department in May.
Marketing has taken on a new shape in the way of utilizing social media more and more. We have appreciated her new ideas and welcome her to the department!
 - b. The Public Health Preparedness service section had the opportunity to work with a grant funded by NACCHO in testing preparedness tools created by a large, metropolitan health department. Through this partnership, we now have some of our preparedness tools showcased on the NACCHO website to be utilized by health departments across the country. We also managed the Public Health Emergency Preparedness grant and the Public Health Emergency Response (H1N1 carry over funds) grant this year.
 - c. A full scale exercise was held to test department staff in the area of Continuity of Operations. With this exercise, we were able to set up off site, obtain equipment and access our back-up server within less than 12 hours. The department also held an exercise with the Community Emergency Response Team to test our ability to utilize volunteers in setting up our mass dispensing clinic. Volunteers were able to successfully transport supplies and equipment, as well as set up the clinic at our secondary site in less than 4 hours.

10. Wellness
 - a. Cerro Gordo County Board of Health receives the IDPH Nutrition and Health Promotion Bureau's *2011 Excellence in Physical Activity Award* for their work toward worksite wellness.
 - b. Cerro Gordo County Preschool Animal Tracker participants saw a 1% decrease in the prevalence of overweight/obesity over 2010-2011 school year.
 - c. Construction on the Cerro Gordo County Department of Public Health Fitness Room was completed in October 2010, which has prompted Wellness Policy Change, Employee Health Improvements, and wellness service expansions.

- VI. Old Business
 1. Action Items
 - a. None
 2. Discussion Items
 - a. Discuss the October Strategic Planning Meeting

- VII. New Business
 1. Action Items
 - a. None
 2. Discussion Items
 - a. None

VIII. Core Team Dialogue

IX. Core Team Adjournment

X. Health Director/Board of Health Discussion

XI. Health Director's Adjournment

XII. Board of Health Discussion

XIII. Adjournment