



# Cerro Gordo County Department of Public Health

BOARD OF HEALTH  
Friday, October 27<sup>th</sup>, 2017 at 12:30pm  
Department of Public Health  
Edna McCaulley Conference Room

## AGENDA

- I. Call to Order
- II. Approve September 15th, 2017 minutes
- III. Approval of FY 16-17 Annual Reports
  1. Family and Community Health Services
    - Substantial personnel changes occurred this year.
    - Reimbursement issues were “challenging” at best.
    - Members of the Family & Community Health Service Section are an amazing group!
  2. Home Care Aide
    - Decrease of 400 direct services hours compared to last fiscal year; increase in both Medicare and Medicaid hours.
    - Total payroll hours increased by 478 hours. 65% of payroll hours were direct service hours. The year ended with a status of 8.8 full time employees.
    - 110 clients were admitted this fiscal year.
  3. Acute Infectious Disease, Epidemiology and Preparedness
    - Two new staff were added to the AIDEP service section this year. Samantha Smith was hired to coordinate the HIV/CTR grant and Emily Dunbar was brought on board to coordinate the BETS All Hazard Emergency Response grant for a twelve county area. We are excited to see the programs grow, and to have them as part of the health department team!
    - Cerro Gordo County was ranked number ONE in the state for two year old’s being up to date on required vaccines!
    - We expanded partnerships in the areas of immunizations, preparedness, STD/HIV testing and outbreak investigation to continue to work toward a regional concept.
  4. Environmental Health Services
    - Received the HUD grant, loads of work completed during year one, and hired Cortney.
    - FDA Food Safety Grant Progress- Achieved standards and loads of ServSafe.
    - Staff passed REHS and CP-FS credentials.

## 5. Organizational Development and Research

- Grant awards totaled nearly \$1.5 million dollars which is substantial increase from last fiscal year. Two new opportunities including HUD Lead Based Paint Hazard Control and regional public health preparedness were awarded along with the expansion of HIV Counseling, Testing and Referral.
- We applied for and submitted documentation to achieve national PHAB accreditation. From receiving training (the first step) to uploading all documentation (the last step), the span was 8 months.
- The community health improvement team's persistence and accomplishments show that a community-based team with varied backgrounds have been able to "move the needle" on health in north Iowa. There engaged persons have been able to discuss and respect each other's responsibilities (territory) within the community and work on initiatives together to build a community that offers citizens the ability to thrive.

## 6. Chronic Disease Prevention and Health Promotion

- The Health Promotion Department coordinated a Health Communities Grant from the Wellmark Foundation in FY 16/17. The grant project provided financial assistance to two small communities in Cerro Gordo County, Plymouth and Thornton, whose Betterment Committees are moving forward with a number of great built environment initiatives.
- Three public health professionals, Andrea Turnbull, Katelyn Nicholson, and Kelli Gerdes, completed the Iowa Chronic Care Consortium's Clinical Health Coach Course. Certification recognizes the staff's competency in health coaching to improve health behaviors and inspire self-accountability in patients with chronic disease.
- The Tobacco Prevention grant had an extremely successful year. Emphasis was placed on policy and system change. I'm pleased to announce all seven focus area goals were met with some surpassing!

## 7. Marketing and Public Information

- This year, I was designated a Certified Communicator in Public Health (CCPH).
- Developed a great campaign for National Public Health Week.
- Minor remodel to the lobby to include a TV and PowerPoint/video process. Much more effective!

## 8. Finance and Administration

- Expenses: 16/17 Annual: \$4,239,367 or 98% of total budget.
- Revenue: 16/17 Annual: \$ 4,224,680 or 102% of total expected budget.
- Receivables: 16/17 Annual: \$36,544 (69% current, 31% past due)  
(Of course \$15,962 posted on 9/1/2017)

## V. Old Business

### 1. Action Items

- a. None

### 2. Discussion Items

- a. Building Progress Update

- VI. New Business
  - 1. Action Items
    - a. Approve Employee Handbook Updates
  - 2. Discussion Items
    - a. Grant Snapshot 2016-2017
    - b. United Way of North Iowa Community Conversation with Health Department Staff
    - c. Iowa Diabetes Prevention Action Plan 2018-2020
- VII. Core Team Dialogue
- VIII. Core Team Adjournment
- IX. Health Director/Board of Health Discussion
- X. Health Director's Adjournment
- XI. Board of Health Discussion
- XII. Adjournment