BOARD OF HEALTH

Friday, October 8, 2010 at 12:30 p.m. Department of Public Health Edna McCaulley Conference Room

AGENDA

- I. Call to Order
- II. United Way of North Iowa Chapter to America Presentation
- III. Employee of the Year Awards
- IV. Approve September 10, 2010 minutes
- V. Approval of FY 09-10 4th Quarter Report
 - 1. Organizational Development and Research
 - a. Creating a grant management system for the Department to use. This Service Section and the Finance Manger worked closely to determine the best path to take to track grant progress with consideration to outcomes and finance tracking. Multiple tools were created to aid staff in tracking progress.
 - b. Quarter 4 was heavy with grant applications. Six were applied for out of this Service Section in that time frame.
 - c. Preparing for SharePoint took staff time during the quarter. SharePoint will become a part of the grant management process and the daily workings of this service section. Training and experimenting with the site took place.
- VI. Approval of FY 09-10 Annual Reports
 - 1. Family and Community Health Services
 - a. Total number of clients decreased by 5% with visits increasing by 14.1%. The decrease was noted mostly in contract services.
 - b. The three top primary diagnosis categories for our clients are mental health disorders, cardiac disorders, and diabetes. Most clients have more than one of these areas of illness.
 - c. Productivity improved in FY 09-10 with nurses taking less time, 1.46 hours of indirect time per client as compared to 1.51 hours a year ago and saw an average of 5.52 clients per day as compared to 5.3 clients per day a year ago. This is an accomplishment with new documentation requirements mandated in January 2010.
 - 2. Senior Health Clinic
 - a. Fifty-nine health clinics were offered in 18 different locations with 166 people completing full screening assessments.
 - b. Blood pressure screening was offered in 14 different locations at 59 clinics with 839 people participating and 199 readings elevated above normal levels.
 - c. Thirty people were formally referred to their provider for 48 issues of concern discovered during the screening assessment.
 - 3. Home Care Aide
 - a. There was not a wait for service at the end of the fiscal year 09-10.

- b. Leave without pay decreased from 465 hours in FY 08-09 to 95 hours in FY 09-10.
- c. Personal leave decreased from 1,118 hours in FY 08-09 to 598 hours in FY 09-10.

4. Disease Prevention Service

- a. The Health Department took lead on responding to H1N1 pandemic influenza outbreak. A coordinated vaccine distribution plan was developed to ensure H1N1 vaccine was available to the CDC's target groups while supplies were limited. A total of 16,935 H1N1 vaccines were administered within Cerro Gordo County.
- b. Seasonal influenza vaccine administration began the week of September 15th. A total of 3,681 seasonal influenza vaccines were administered. A total of 39 public flu clinics were offered.
- c. The ability to provide free HIV counseling, testing, and referral services changed at the beginning of third quarter due to grant requirements. Clients must now meet certain criteria in order to receive free HIV testing under the new grant requirements. Private pay rapid HIV tests are offered to clients that do not meet the new grant requirements.

5. Environmental Health Services

- a. De-regionalized.
- b. Outdoor air quality program approved by Board of Health.
- c. CDC EHS-NET grant funding secured.
- 6. Organizational Development and Research
 - a. Receiving new and extended funding opportunities such as the Centers for Disease Control and Prevention's Revitalizing Core Environmental Health federal funding.
 - b. Helping create Wellness Initiatives and locating funding for those including the Iowa Healthy Communities grant, and,
 - c. Aiding two service sections in quarter four with new staff finishing out existing grant requirements and preparing for new grants in their respective service sections.

7. Health Promotion and Education

- a. We received Komen funding for both 2009 and 2010. The Komen funding supplements the Care for Yourself program activities.
- b. In May 2010, The IDPH ceased enrollments into the Care for Yourself program due to funding shortages at the state level. This made it impossible to reach our goal of 188 enrollees for the year.
- c. Tammy Bryant resigned as Service Manager. Teresa Symens started as Service Manager in mid-April.

8. Finance and Administration

- a. Fund 024 Annual Expenses \$2,944,146 or 93% of budget; Revenue \$1,895,414 or 99% of budget.
- b. Fund 021 Annual Expenses \$432,182 or 91% of budget; Revenue \$417,042 or 99.9% of budget.
- c. Year ending receivables \$14,816.

9. Public Health Preparedness

- a. The Cerro Gordo County Department of Public Health adds another actual event to it's resume of public health preparedness and response events with the year of H1N1.
- b. Survey administered by the Cerro Gordo County Department of Public Health shows an increase in the number of residents who have emergency kits and plans in place. We also saw an increase in the number of those who would be willing to volunteer during a community disaster great news!

c. This year brought with it the introduction of social media in our marketing efforts. The PIO created a Facebook Fan Page, Twitter Page and YouTube Channel for the department to utilize in reaching out to a broader audience. We also added a free e-newsletter (the Public Health Communicator) which is sent out each month with important health alerts, health tips and news about Public Health services.

10. Wellness

- a. Addition of a Wellness Coordinator to the Public Health Department.
- b. Launch of a County Employee Wellness Program STRIDE: Start Taking Responsibility in Diet & Exercise
- c. Addition of a sustained physical activity curriculum, Animal Trackers, into county preschools.

VII. Old Business

- 1. Action Items
 - a. None
- 2. Discussion Items
 - a. None

VIII. New Business

- 1. Action Items
 - a. Approve Employee Handbook Updates
- 2. Discussion Items
 - a. None
- IX. Core Team Dialogue
- X. Core Team Adjournment
- XI. Health Director/Board of Health Discussion
 - a. Staff and Program Update
- XII. Health Director's Adjournment
- XIII. Board of Health Discussion
- XIV. Adjournment