



Cerro Gordo County
Department of Public Health

Cerro Gordo County Board of Health
Friday, January 5th, 2018
MINUTES

Present: Mark Johnson, MD, Chair
Kristy Marquis, Vice Chair
Sydney Bermel RN, BSN, Secretary
Chris Watts

Absent: Barb Kellogg

Staff: Ron Osterholm, Health Director
Brian Hanft, REHS, MPA, Environmental Health Service Manager
Cathy Gomez, MBA, Finance & Administration Service Manager
Jodi Willemsen, Acute Infectious Disease, Epidemiology and Preparedness Service Manager
Valerie Conklin, RN, BSN, Family and Community Health Service Manager
Karen Crimmings, RN, CIC, Chronic Disease Prevention and Health Promotion Service Manager
Kara Vogelson, MHA, CPH, Organizational Development and Research Manager
Kelli Huinker EP-C, Health Promotion Manager
Kara Ruge, CCPH, IOM, Marketing & Public Information Officer

Meeting was called to order at 12:32pm.

Election of Board Officers:

Motion was made by Chris Watts to appoint Dr. Johnson as Chair, Kristy Marquis as Vice-Chair and Sydney Bermel as Secretary, second by Kristy Marquis. Motion passed.

Service Awards:

Service award was presented for Sherry Struchen, Home Care Aide, for 5 years of service.

Service award was presented to Karen Crimmings, Chronic Disease and Health Promotion Service Manager, for 15 years of service.

Minutes: Minutes were approved for October 27th, 2017 meeting with a motion by Kristy Marquis and a second by Sydney Bermel. Motion passed.

Old Business:

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

Building Progress Update: Ron Osterholm, updated board members he obtained the final signature needed to purchase all properties currently residing on the new building site. Osterholm reviewed the options the Board of Supervisors can take to approve a bond. Dr. Johnson asked if it would be a good idea to have the Board of Health Members meet with or attend the Board of Supervisors meeting when this proposal is presented; Osterholm replied that it would be a good idea for Board of Health members to attend to show their support for the project. Dr. Johnson also suggested that the Health Department be prepared to present the project to the public. Osterholm responded that the Department would be able to put something together fairly quickly.

New Business:

1. Action Items
 - a. Approve FY 18-19 Budget: FY 2018-2019 budget is requesting a 5% increase in tax support money from the Board of Supervisors over last year's asking. Projected expenses for 2018-2019 are \$5,277,648 with projected revenue of \$3,392,476, tax support requested is \$1,819,172 and using the fund balance of \$66,000 to make up the difference. The 2018-2019 budget was approved with a motion by Chris Watts, second by Kristy Marquis, motion passed.
 - b. Establish Board of Health 2018 Meeting Dates & Times:

Board Members agreed to continue meeting on Fridays at 12:30pm and to hold the next meeting on Friday, February 16th, 2018. In the meantime, a poll would be emailed to all Board Members to decide which Friday of the month is most ideal to hold the Board meeting. The poll results will be provided at the next meeting.
2. Discussion Items:
 - a. PHAB Site Visit: Board Members Chris Watts and Kristy Marquis commented on how they felt their meeting with the site visit went. Chris Watts stated the visit went well. Val Conklin also commented that the visitors were very professional but her overall impression was that the visit went very well.
 - b. Integrated Management Report: Kara Vogelsson gave a brief overview of the integrated management report. She conveyed that the Integrated Management Council feels that everything is on track and quarter 2 is where they will determine if something

needs to have a QI project to find the root cause of why we aren't on track to achieve our goal.

c. Customer Satisfaction 1st Quarter Report:

Kara Vogelsson presented the results from the 1st Quarter Report. The customer satisfaction survey was revamped to see how we could better serve our customers. None of the responses rated the Department as average or below, the majority of response rated the Department as either excellent or good. Dr. Johnson asked what our goal for customer satisfaction is. Is it 100%, 90%? Vogelsson replied that there currently is not a numerical goal but it is a good idea to have a goal and will work on establishing one.

d. CDC Full Recognition for CGCDPH Diabetes Prevention Program:

Karen Crimmings informed the Board that because of the hard work that Kelli Huinker, Health Promotion Manager and Katelyn Nicholson, Public Health Dietician has done on the Department's Diabetes Prevention Program, our Department has been recognized by the CDC. We are the 1st health department and 3rd program in the state to receive full recognition.

Core Team Dialogue

None

Core Team was adjourned at 1:54pm.

Health Director/ Board of Health Discussion:

Health Director and Board continued their discussion on the new building and the timeline of presenting it to the Board of Supervisors and public.

Board of Health meeting was adjournment at 1:51pm.

No items for discussion

Next Board of Health meeting is February 16th, 2018 at 12:30pm in the Edna McCaulley Conference Room at Public Health.

Respectfully Submitted,



Sydney Bermel, RN, BSN

Secretary