



Cerro Gordo County *Department of Public Health*

**Cerro Gordo County Board of Health
Friday, October 27th, 2017
MINUTES**

Present: Dr. Johnson, Chair
Kristy Marquis, Vice Chair
Chris Watts
Barb Kellogg

Absent: Sydney Bermel, Secretary

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 Vogelsson, 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 12:30pm.

Minutes: Minutes were approved for September 15th, 2017 meeting with a motion by Barb Kellogg and a second by Chris Watts. Motion approved.

FY 16-17 Annual Reports:

Annual reports were presented and approved by the Board of Health members. A motion to approve the annual reports was made by Barb Kellogg, with a second by Kristy Marquis. Motion approved.

Old Business:

1. Action Items
 - a. None
2. Discussion Items
 - a. Building Progress Update: Ron Osterholm updated board members we continue to wait on one more signature for purchase of the properties. Once that signature is obtained, Ron will approach the Board of Supervisors regarding financing. It was discussed that some of the Board members would like to attend this Board of Supervisors meeting to show support of the new building project. Ron will email Board members when the final signature is obtained.

New Business:

1. Action Items
 - a. Employee Handbook Update: Brian Hanft highlighted the changes to the handbook; these changes are a general recommendation from Tom Drzycimski. A motion to approve the changes was made by Kristy Marquis and a second by, Barb Kellogg. Motion approved.
2. Discussion Items:
 - a. Grant Snapshot 2016-2017: Kara Vogelson presented this new report that will be given to Board members to provide an overview of grant projects or programs. This report does not illustrate all the grants from last year because some of the grants do not end with the fiscal year.
 - b. United Way of North Iowa Community Conversation with Health Department Staff: Kara Vogelson gave a brief overview of the discussion between Health Department Staff and United Way; mental health issues in our community stood out the most from the discussion. Ron added; discussions have taken place here on where do we see public health's position in mental health and drug abuse?
 - c. Iowa Diabetes Prevention Action Plan 2018-2020: Karen Crimmings, a member of the Iowa Diabetes Prevention Team, presented the action plan for diabetes prevention that was developed by: the IDPH, the Iowa Diabetes Team, the National Diabetes Prevention Program, and the Centers for Disease Control and Prevention. The intent of the action plan is to use this collectively throughout the state, in a coordinated manner to increase awareness of pre-diabetes.

Core Team Dialogue

None

Core Team was adjourned at 1:30pm.

Health Director/ Board of Health Discussion:

Discuss the next Board meeting be moved from November 10th to November 17th. Osterholm added that if there is a lack of agenda items, he would recommend cancelling that Board meeting.

Osterholm encouraged Board members to participate in the PHAB meeting to be conducted December 18th & 19th.

Osterholm reviewed the Regional Development/Public Health Policy Advisor newly drafted job description, emphasizing the importance of public health policy, connecting system regionally, creating cross-jurisdictional or district health department as part of system change.

Osterholm recommended changing the Tuition Assistance Reimbursement Policy to allow for the department to approve employee paid salary for course work fulfilled during normal working hours. The recommended change would require the employee to payback 100% of the salary earned performing course work during normal work hours. The payback would not be prorated.

Osterholm briefed the Board on the County's search for a new Human Resource Director.

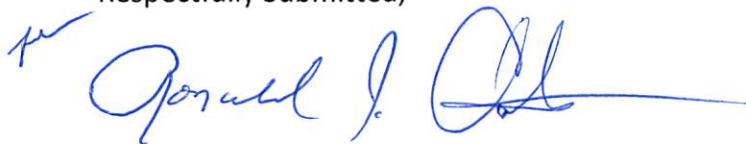
Health Director was adjourned at 1:50pm.

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

No items for discussion

Next Board of Health meeting is December 15th, 2017 at 12:30pm in the Edna McCaulley Conference Room at Public Health.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Sydney Bermel". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Sydney Bermel
Secretary

10/17/19

Dear Mr. [Name],

Thank you for your letter of [Date].

I am sorry to hear that [Issue].

[Detailed explanation of the situation and any actions taken.]

[Further details regarding the matter, including any relevant policies or procedures.]

I hope this information is helpful.

If you have any further questions, please contact me at [Phone Number].

Sincerely,

[Signature]

[Title]

[Company Name]

[Address]

[City, State, Zip]