



Cerro Gordo County Board of Health
Friday, August 9th, 2019
MINUTES

- Present:** Mark Johnson, MD, Chair
Kristy Marquis, Vice Chair
Lisa Koppin, Secretary
Chris Watts
Jodi Draper
- Staff:** Brian Hanft, Director of Public Health
Kara Vogelsson, MHA, CPH, Organizational Development and Research Manager
Karen Crimmings, RN, CIC, Health Promotion & Disease Prevention Manager
Stacy Parcher, Finance & Administration Manager
Jodi Willemsen, Environmental Health & Public Health Preparedness Manager
Valerie Conklin, RN, BSN, Family & Community Health Manager
Kara Ruge, CCP, IOM, Marketing & Public Information Officer
- Guests:** Tom Meyer, Director of Administrative Services, Cerro Gordo County
Erin Barkema, Iowa Department of Public Health
Lezah Hanson, I-Smile Coordinator, North Iowa Community Action Organization
Mindi Waters, First 5 Coordinator, North Iowa Community Action Organization
Penny McCaslin, Health Promotion Associate
Rhonda Sult, Home Care Aide
- Meeting was called to order at 12:30pm
- Agenda:** A motion to approve August 9th, 2019 agenda was made by Chris Watts, second by Kristy Marquis. Motion passed.
- Minutes:** A motion to approve minutes from June 21st, 2019 meeting was made by Chris Watts, second by Lisa Koppin. Motion passed.

Service Award: Jodi Willemsen, Environmental Health & Preparedness Manager was given an award for 15 years of service.

Kelli Gerdes, Health Promotion Manager was given an award for 10 years of service.

Presentations: Lezah Hanson, I-Smile Coordinator presented an annual update of the I-Smile program. Hanson gave a brief overview of the programs provided throughout the last year.

Mindy Waters, First 5 Coordinator presented an annual update of the First 5 program; Waters provided an overview of the programs provided throughout the last year.

Old Business:

None

New Business:

1. Action Items

a. Approve Employee Handbook Updates:

Brian Hanft and Karen Crimmings provided a summary of the changes made within the employee handbook. Board members would like further explanation regarding the dollar amounts for meal reimbursements. A motion to approve the employee handbook updates with the exception of meal reimbursements was made by Chris Watts, second by Jodi Draper. Motion passed.

b. Approve Tobacco Free/Nicotine Free Policy:

Penny McCaslin provided a summary of the changes made to the tobacco free/nicotine free policy. A motion to approve the changes to the tobacco free/nicotine free policy was made by Lisa Koppin, second by Kristy Marquis. Motion passed.

2. Discussion Items

a. Q1 Quarter 3 & 4 Report:

Kara Vogelsson provided a brief overview of quarter 3 & 4 reports.

b. Customer Satisfaction Quarter 4 Report:

Kara Vogelsson provided a brief overview of quarter 4 report.

c. Relocation Update:

Director of Public Health provided an update on the department's relocation.

d. Rebranding Plan:

Kara Ruge presented the rebranding plan to board members to include new logo and new colors. Rebranding will begin September 3rd, 2019.

e. Staffing Update:

Director of Public Health provided an update on recent staff resignations and inter-department hire.

Staff adjourned at 1:55pm.

Director of Public Health & Board of Health Discussion:

Closed Session: At the request of Brian Hanft, it was moved by Chris Watts and seconded by Kristy Marquis that the Board of Health go into closed session in accordance with Iowa Code Section 21.5 (1) (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body. Motion passed.

Open Session: At 2:17pm it was moved by Lisa Koppin and seconded by Chris Watts that the Board returns to open session. Motion passed.

Consider approval of release agreement with employee:

A motion to approve the release agreement with Cortney Perrin was made by Lisa Koppin, second by Chris Watts. Motion passed.

Director of Public Health adjourned at 2:46pm

Board of Health Discussion: None.

Board of Health meeting was adjourned at 2:46pm.

Next Board of Health meeting is September 20th, 2019 at 12:30pm, Public Health Conference Room.

Respectfully Submitted,



Lisa Koppin
Secretary