



Cerro Gordo County Board of Health
Thursday, April 22, 2021
MINUTES

The Cerro Gordo County Board of Health hosted their meeting via Microsoft teams, the public was provided access to the meeting via telephone number 641-351-6358.

Present: Jodi Draper, Chair
Dave Moore, Vice Chair
Lisa Koppin, Secretary
Tonya Gray, MD
Chris Watts

Staff: Brian Hanft, MPH, REHS, Director of Public Health via teams
Kara Vogelsson, MHA, CPH, Research, Innovation & Education
Manager
Karen Crimmings, RN, CIC, Disease Prevention & Health Promotion
Manager
Jodi Willemsen, Environmental Health & Preparedness Manager
Lisa Losen, Home Care Aide Manager
Patti Lahr, Finance Officer

Meeting was called to order at 12:01 pm.

Lisa Koppin read the department's mission and vision statements.

Angela Zimmerman, Home Care Aide was presented with a service award recognizing 10 years of service.

Motion to approve April 22, 2021 agenda was made by Lisa Koppin, second by Tonya Gray.
Motion passed.

Motion to approve February 18, 2021 minutes was made by Tonya Gray, second by Lisa Koppin. Motion passed.

Staff Presentation: Kara Vogelson, Research, Innovation & Education Manager provided an overview of the department's strategic plan and reasons for extending the plan to June 2022.

Director Update: Brian Hanft provided updates on department successes.

Old Business:

1. Action Items: None
2. Discussion Items:
 - a. Complaint Resolution Policy:
Brian and Tom Meyer will put together a policy for the board's review.
 - b. Performance Evaluation for Brian after 7/1/21:
An evaluation tool will be developed for the board to use by 7/1/2021. Board asked Brian to email tool shared by Tonya Gray. Brian will research evaluation tools and will email his suggestion to board members and a tool will be approved at June's meeting.

New Business:

1. Action Items:
 - a. Approve FY 20-21 Quarter 2 Reports:
A motion to approve FY 20-21 quarter 2 reports was made by Lisa Koppin, second by Tonya Gray. Motion passed unanimously.
 - b. Approve FY 20-21 Budget Amendment:
Brian Hanft presented an overview of the budget amendment. Original budgeted revenue without tax dollars was \$3,442,693; new internal projected revenue of \$3,553,884 shows the addition of a \$100,000 cushion and a higher projected departmental revenue difference of \$111,191. Adding approved tax dollars of \$1,884,587 and a fund balance need of \$419,745 equals a total projected revenue budget of \$5,858,216 for FY 20-21.
Original budgeted expenses were \$5,537,280; the amendment shows spending will be closer to \$5,858,216. New projected expenses include a \$100,000 cushion with the same \$100,000 revenue increase offset. In a true measurement without the cushion, the department as a whole is showing an increase in expenses of \$220,936. Dave Moore requested that CARES funding received by the county be dispersed to the health department to offset

expenses due to the COVID-19 pandemic response. A motion to approve FY 20-21 Budget Amendment was made by Dave Moore, second by Lisa Koppin. Motion passed unanimously.

2. Discussion Items:

a. Budget Review:

Brian Hanft provided a review of current department expenses and revenues. Chris Watts asked for an update on roof collapse insurance reimbursement at the next meeting.

b. Medical Provider Update:

No updates

c. Program Highlights:

Division managers provided updates on current division activities.

d. Director Report:

Brian Hanft provided an updated to the board on current department activities

e. COVID Update:

Brian Hanft provided an update on current county COVID activities.

f. Quality Improvement FY 20-21 Quarter 2 Report:

g. Customer Satisfaction Survey FY 20-21 Quarter 2 Report:

h. Review 10 Essential Public Health Services:

Brian Hanft provided an overview of the updated 10 essential public health services.

i. Representative Payee Program

Jodi Draper & Chris Watts explained the county's representative payee program. Board wants to continue discussion and wants this item included for the next meeting.

A motion to adjourn was made by Lisa Koppin, second by Dave Moore. Board adjourned at 1:47p.m.

The next Board of Health meeting is scheduled for Thursday, June 17, 2021 at 12:00 p.m.

Respectfully Submitted,

Marcy Strasheim

Adopted by the Board on 6/17/2021

(Date of meeting)

Y. J. Koppin

(Signature of Presiding Officer)