



Cerro Gordo County Board of Health  
Thursday, April 11, 2024  
MINUTES

Present: Lisa Koppin, Chair  
Lori Ginapp  
Dave Moore  
Jodi Draper

Absent: Tonya Gray, MD, Vice Chair

Staff: Kara Vogelsson, Public Health Director  
Karen Crimmings, Disease Prevention Manager  
Andrea Turnbull, Home Care Manager  
Lisa Losen, Home Care Aide Manager  
Jodi Willemsen, Environmental Health and Preparedness Manager  
Kelli Gerdes, Population Health Manager  
Jenna Heiar, Research, Innovation, and Education Manager  
Marcy Strasheim, Administration Manager  
Betty Krones, Positive Youth Development Coordinator

The meeting was called to order at 12:02 p.m.

Introduction & Recognition of Guests:

Ken Bahls, Cerro Gordo County IT Director, was introduced to board members.

A motion to approve the April 11, 2024, agenda was made by Dave Moore, second by Lori Ginapp. Motion passed.

A motion to approve February 8, 2024, minutes was made by Dave Moore, second by Lori Ginapp. Motion passed.

Staff Presentation:

Betty Krones, Positive Youth Development Coordinator, provided the board with an overview of the programming and activities that have been carried out over the last year. Discussion on positive impacts the programming is having on enrolled students and the barriers to providing Clear Lake schools' positive youth development programming took place.

Old Business:

- a. Action Items:
  - i. None
- b. Discussion Items:
  - i. None

New Business:

1. Action Items:

- a. Consider Amended Fiscal Year 2025 Budget for Approval:
  - i. Kara Vogelson provided the board with an update to the fiscal year 2025 budget proposal. The Cerro Gordo County Board of Supervisors approved a tax funding request of \$1,865,698 and asked the Department to amend the original proposed fund balance support of \$350,000 to \$450,000 to balance the budget. A motion to approve fiscal year 2025 amended budget was made by Jodi Draper, second by Lori Ginapp. Motion passed unanimously.
- b. Consider Fiscal Year 2024 Amended Budget for Approval.
  - i. Kara Vogelson provided an overview of the fiscal year 2024 budget amendment. Projected expenses for fiscal year 2024 are \$5,832,733 with projected revenue of \$3,676,527. The increased revenue obtained through grant funding and direct services has offset the need for the original proposed use of tax funding and the amended proposal shows a tax support request of \$2,156,206, a decrease of \$316,628 in tax dollars. The amended proposal also reduced the need to use \$200,000 of the department's fund reserves to \$0. Discussion took place on the increased expense in the line item for building construction. The increase includes the costs to remodel the front reception area to increase security and staff safety. Board members brought forth concerns on investing expenses into a building that is leased. A motion to approve the fiscal year 2024 amended budget was made by Jodi Draper, second by Lori Ginapp. Motion passed unanimously.
- c. Consider IT Policy Revision for Approval:

A motion to approve the revised IT Policy was made by Dave Moore, second by Lori Ginapp. Motion passed unanimously.
- d. Consider Personnel Policy Manual Updates for Approval:

Discussion took place on the proposed changes for the vacation, holiday and floating holiday policies. The board would like the Department to look into alternative methods to provide milestone increases for years of service other than what was presented. A motion to approve all the proposed changes to the personnel policy manual except for providing part-time employees with 8 hours of holiday pay, providing part-time employees with 8 hours

of floating holiday, providing a years of service milestone at 14 years of service, and increasing the vacation hours for the 20 years of service milestone was made by Jodi Draper, second by Dave Moore. Motion passed unanimously.

2. Discussion Items:

a. PHAB Accreditation Site Visit:

Jenna Heiar provided the board with an update that a PHAB site visit will take place on June 25<sup>th</sup> and June 26<sup>th</sup> to determine our re-accreditation status. Board members Lori Ginapp and Lisa Koppin will participate in the site visit along with Department staff.

b. Finance Update:

Marcy Strasheim provided the board an overview of department expenditures and revenue through February 2024.

c. Medical Provider Update:

Tonya Gray was absent, no update provided.

d. Manager Highlights:

Division managers provided updates and highlights on activities within their divisions.

A motion to adjourn was made by Lori Ginapp, second by Dave Moore. Board adjourned at 1:34 pm.

The next Board of Health meeting is scheduled for Thursday, June 13, 2024, at 12:00 p.m.

Adopted by the Board on

6-13-24

(Date of meeting)



(Signature of Presiding Officer)