Board of Health Minutes

July 19th, 2017

Board Approved

The Board of Health met for the regular scheduled meeting on Wednesday, July 19th, 2017 at 4:00 P.M. This being the time and place as legally posted, the meeting was called to order by Board Chair Terry Jacobsen with the following board members present: Vice-Chair Trevor Moore, Secretary Jo Callison via speaker phone, and Dr. Benjamin Hicks. Also present was Corey Clark and member of the Board of Supervisors, Larry Keller. Others present included Public Health Administrator and Nurse Mackenzie Hickenbottom, Interim Director for Environmental Health Greg Kent, and Public Health Administrative Assistant Tiffany Oswald.

1. Meeting called to order at 4:18
2. Public Comments- None
3. Motion to approve the agenda was made by Moore and was seconded by Jacobsen.

Ayes: Jacobsen, Moore, and Callison

Nayes: None

Absent: Hicks and Reynoldson

Motion passed

1. Consideration of past minutes- At 4:19 Moore motioned to approve past minutes, seconded by Callison.

Ayes: Jacobsen, Moore, and Callison

Nayes: None

Absent: Hicks and Reynoldson

Motion passed

1. Reports
   1. At 4:20 Hickenbottom shared the past months claims with the board. After Jacobsen and Moore reviewed claims, Jacobsen made a motion to approve the claims and Moore seconded.

Ayes: Jacobsen, Moore, and Callison

Nayes: None

Absent: Hicks and Reynoldson

Motion passed

1. Old Business

*Environmental Health and Public Health*

* 1. Kent discussed the Amish sites in Clarke County with the board. He shared with the board that each site was visited and given a letter.

* 1. At 4:23 Kent gave the board an update on the Eisenhower site. At 4:25 Hicks joins quorum.

1. New Business
2. At 4:27 Hickenbottom took the floor discussing price change of Radon kits. She shared that IDPH changed their pricing from $5.00 per kit to $8.00 per kit. Public and Environmental Health was charging $7.00 for pick-up and $8.00 to mail. It was requested to change the price to $10.00 for pick-up and $11.00 to mail. Hicks made a motion to approve the price change from $7.00 pick-up and $8.00 mail to $10.00 pick-up and $11.00 mail. The motion was seconded by Moore.

Ayes: Jacobsen, Moore, Callison, and Hicks

Nayes: None

Absent: Reynoldson

Motion passed

1. At 4:28 Hickenbottom took the floor discussing the Lead Grant. She shared that Public Health needed the signature of the Board Chair to renew the agreement with Warren County.
2. At 4:29 Corey Clark shared his septic system complaint with the board. At 4:36 Hickenbottom and Kent spoke about the topic. More discussion was made between the board, Hickenbottom, Kent, and Clark. Complaint was resolved and Clark exited the meeting.
3. At 5:22 Hickenbottom went over updates to policies she had made. The board reviewed the policies below.

I. Client Appeal

II. Claims

III. Bad Debt

IV. Incident Report

V. Dress Code

VI. Cell Phone

VII. Emergency Leave

VIII. Client/Staff Relationship

IX. BOH Ownership

At 5:30 Hicks motioned to approve the updates to the above policies, seconded by Moore.

Ayes: Jacobsen, Moore, Callison, and Hicks

Nayes: None

Absent: Reynoldson

Motion passed

*E*. At 5:37 Hickenbottom’s annual evaluation into closed session per Hickenbottom’s request. Before going into closed session Jacobsen read the Iowa Code Section 21.5(1)(i). “A governmental body may hold a closed session only by affirmative public vote of either two-thirds of the members of the body or all of the members present at the meeting. A governmental body may hold a closed session only to the extent a closed session is necessary for one of the following reasons. I. To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.”

At 5:39 Moore motioned to go into a closed session per Hickenbottom’s request, seconded by Hicks.

The board took a vote; Moore: Aye, Hicks: Aye, Callison: Aye, Jacobsen Aye, Reynoldson: Absent, Nayes: None. Motion passed.

*F.* At 5:48 the board and Hickenbottom came out of closed session. Moore made a motion to adjourn meeting, seconded by Hicks.

Ayes: Jacobsen, Moore, Callison, and Hicks

Nayes: None

Absent: Reynoldson

Motion passed

Respectfully Submitted by Tiffany Oswald, Administrative Assistant

Approved by Clarke County Board of Health on: (08/09/2017)



**Clarke County Public Health Summary Report**

**May & June 2017**

Employees: no changes in staffing; annual evaluations given

Grants:

**EMS**: All funds spent. Equipment and/or reimbursement sent to all included EMS in county. Now part of Emergency Preparedness funding

**LPHS**: All funds spent this fiscal year, Approved for FY18: amount unknown at this time.

**CFY**: May/June: $6596.90 Approved for FY18, amount unknown at this time

**Nutrition**: May/June: $1092.00 Approved for FY18, amount unknown at this time

**Emergency Preparedness**: May/June: $12,762.35 Approved for FY18; in region now.

**Immunization**: All funds spent for this fiscal year, Approved for FY18: $10,810.00

**Bike Share:** Have all funds needed now! Working on installation!

Homemaker clients: 33

Health Education: no classes currently

Maternal/Child Health: Going well!

Child Care Nursing Consultant (CCNC): All funds spent and approved for FY18 again.

Miscellaneous:

**Stephanie has been appointed to the Care for Yourself Pink Ribbon Advisory Board!**

Trainings:

5/11/17: Listening Visit training: Mackenzie & Donna

5/16/17: HPV/Cancer Conference: Stephanie attended

5/26/2017: Did staff HIPAA training

6/7/17: STOP THE BLEED Train the Trainer: Mackenzie, Stephanie and Jessica are now all trainers for STOP THE BLEED. Ordered supplies to get classes started! Emergency Preparedness money pays for this!

6/14 & 6/15: Immunization Summit 2017: Mackenzie and Tiffany

6/29: Mobilizing Communities: dealt with Juveniles and dealing with suicide/drug abuse, etc: Mackenzie and Stephanie attended

7/10-7/11: Playground Safety: Planning & encouraging Quality Outdoor Play Environments: Donna attended

7/13-7/14: DPP (Diabetes Prevention Program) Lifestyle Coach Training: Stephanie Attended

**Environmental Health Report June 2017**

**Septic Permits Issued:**

OSC 0018 Clay Paulson Clarke

OSC 0017 Bob Cutshall Clarke

FRE 0041 GVH Clarke

OSC 0127 Harvest Barn Clarke

WAR 0005 Melissa Watson Clarke

OSC 0005 Tim Pontier Clarke

KNO 0023 Shane Selsor Clarke

CEN 0125 Eric Dale Decatur

CEN 0126 Randy Jones Decatur

MOR 0002 Larry Smith Decatur

**Septic Inspections**:

LIN 0028 Kenny Nelson Ringgold (2)

LOT 0031 Valerie Fletchall Ringgold (1)

FRE 0071 R Cox Clarke (2)

TRO 0188 J Spoelstra Clarke (2)

FRA 0086 Chad Crawford Clarke (1)

FRE 0123 Tracy Family Clarke (1)

OSC 0017 Bob Cutshall Clarke (2)

MOR 0031 J Theilen Decatur (1)

CEN 0125 Eric Dale Decatur (2)

CEN 0126 Randy Jones Decatur (1)

MOR 0002 Larry Smith (2)

**Well Plugging’s: (14)**

**DOY 0031 Tom Borrall Clarke (2)**

**OSC 0035 V Robins Clarke (1)**

**OSC 0042 Alice Ogbourne Clarke (1)**

**OSC 0046 Cindy Norman Osceola (1)**

**WAS 0057 Jeff Starlin Ringgold (1)**

**LIN 0022 Eldon Carson Ringgold (5)**

**LIN 0026 Andrew Goodson Ringgold (1)**

**WOO 0025 S Vanderploeg Decatur (1)**

**FAY 0080 Travis Jeanes Decatur (1)**

**Well Permits: 0**

**Complaints:**

**Kevin Dorland Jamison site: sewer (Clarke) demolition: rehooked sewer illegally) Court 5-13-17 See what outcome will be.**

**Stan Stickler /Brian Langfitt (Clarke) property cleanup. In probate court.**

**Emily Gaa Osceola Sewer smell complaint under home landlord William Turpin Unfounded (Closed)**

**Carlisle site septic Shannon City (Ringgold) Trying to negotiate settlement out of court**

**Karen Baker /Septic & Dog kennels (Ringgold) DNR and BOH**

**Time of Transfers, done by Greg:**

**Laurie Morgan Clarke**

**Water Tests:**

**MOR 0032 J Benda Decatur**

**Septic/Building Demolitions:**

**BLO 0030 Aaron Finch Decatur**

**Dog/Animal Bites:**

**Nuisances Reported:**

**Abandoned home in Lamoni city requested letter for assistance.**

**Essey apartments Feces in Rental Complex Cleaned up and closed**

**Septic Systems Problem Sites**

Eisenhower Road Sewer Project in need of attaching to city sewer calendar year 2016

**Trigg’s Property Mount Ayer Needs hooked to city sewer expired binding agreement/ In Attorneys hands now**

M&M Ag still needing hooked to city sewer expired binding agreement (October)

**Carlisle site septic Shannon City (Ringgold) in Court now Settling with Ringgold County de-annexing from city. Agreeing to install new system. (UPDATED Info)**

Kevin Dorland, Jamison site: Gave all info to county attorney, no update yet.

Multiple Amish sites. Met with all of them upon advice by county Attorney. August 1, 2017 compliance deadline.

**Grants to County (All three counties)**: $79,590 Used **$60,146 (75.5%)** Balance $19,443for FYE 17

Clarke used 57.64 % Decatur 91.6% Ringgold 76.39%

**Classes/Training:**

**Service Contracts: Peggy Woods and John Gunter both out of compliance** Final Notice sent

**NEW ADDRESS AND PHONE NUMBER: 144 W. Jefferson, 641-223-8299**