

**BUTLER COUNTY PUBLIC HEALTH NURSING SERVICE  
COURTHOUSE, BOX 325  
ALLISON, IA 50602**

Telephone (319) 267-2934

**BOARD OF HEALTH MEETING  
December 3, 2013**

BOH Members Present: Mitch Nordmeyer, Larry Backer, Jodi Bangasser, Dr. Gunnett  
BOH Members Absent: Todd Kalkwarf  
Others Present: Jennifer Becker, Misty Kroeze, Tammy Fleshner

The regular meeting was called to order at 4:00 p.m. at the Board of Supervisors Meeting Room by Mitch Nordmeyer. No public comment was heard.

Jodi Bangasser made a motion to approve the agenda, and this was seconded by Larry Backer. Motion carried.

Larry Backer made a motion to approve the previous meeting's minutes as written, and this was seconded by Jodi Bangasser. Motion carried.

Tammy Fleshner gave an updated financial report. Dr. Gunnett made a motion to approve the 10-8, 10-22, 11-5, 11-12, 11-26, and 12-13-13 claims, and this was seconded by Larry Backer. Motion carried.

Misty Kroeze gave the Environmental Health report. 46 Water tests have been done this fiscal year, with 18 showing bacteria and 6 showing nitrates. 8 Well permits have been issued this year in addition to 8 Well Pluggings and 2 Well Rehabs. The first quarter claim totaled \$4700. The 2<sup>nd</sup> quarter claim is to be submitted next month. 75 Septic permits have been issued since January 1, 2013, with 56 of them since 7-1-2013, with 26 due to Time of Transfer, 22 new construction, and 24 for inadequate systems. There are 30 licensed contractors in Butler County. The Trench Safety Class is scheduled for next Wednesday. 21 Contractors have signed up. A meeting will be held with the Contractors after the training.

Jennifer and Misty have been working on a Radon Grant proposal for \$3000. This would be used for policy making. Community partners include Butler County REC, Farm Bureau, Lincoln Savings Bank and Clarksville Fit Club so far. Two seminars will be held. A Radon Cancer survivor is willing to present. This grant proposal is due December 10, 2013, and would run from January 1 – April 30, 2014. Test kits can be purchased with 10% of the funds. Follow up can then be done with grant funding.

Jennifer Becker presented the Public Health Budget for FY 2014-2015. All expenditures have been cut as much as possible. Salaries include a full time RN to replace Mary Johnson, and the health insurance premiums for that nurse. Discussion followed regarding possible options. It was recommended to give the Program Report to the Board of Supervisor Members, and to meet with them to discuss the budget and allocation. A motion was made by Larry Backer to approve the budget at this time, with Jodi Bangasser seconding the motion. Motion carried.

The Environmental Health Budget was then presented. Discussion followed regarding paying a large amount of mileage, or providing a vehicle for this position. Jodi Bangasser made a motion to approve this budget, and Dr. Gunnett seconded this. Motion carried.

The Director's Evaluation was sent out to the Board Members. Results were compiled by Mitch and Jodi. The results were given, along with strengths and weaknesses.

Program reports were then given by Jennifer Becker.

The new Immunization Grant starts 1-1-2014, for \$6684. A purpose built freezer has been ordered using 2013 grant funds.

The Care for Yourself / BCCEDP grant has 135 spots for women with 102 of these spots filled since 7-1-2013.

A correction letter was received on 11-26-2013 for the Homes with Healthy Children Peer Review Audit. A plan of correction must be submitted by 12-26-13, and we will have 3 months to implement the changes. At that time a 1-day Peer Review will be held to check the changes. Teaching materials need to be purchased. We are looking at the Community Foundation Grant for this funding.

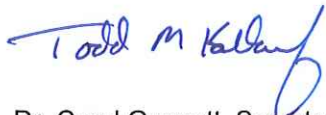
Immunization Audits have been completed in the schools, and the report has been submitted.

Mary Johnson is planning on retiring in April, 2014. Jennifer is requesting permission to hire a full time RN to do the Homes with Healthy Children Program along with Disease and Disability visits. She would like to hire this RN in the near future so that training and orientation can be completed by Mary. Discussion followed regarding waiting for the budget to be approved. It was recommended that Jennifer email the Board of Health members after her meeting with the Board of Supervisors regarding the allocation, and then the Board of Health will make a decision on this.

Dr. Gunnett's term is up the end of December. She stated that she needs to resign her Board of Health position, as she is now working in the Cedar Rapids area. Jennifer will be looking for a replacement. Larry Backer's term also expires the end of December. He stated that he would be willing to serve another term. Meeting times may change based on the physician's schedule.

The next meeting will be scheduled for Tuesday, February 4, 2014 at 4:00 p.m. The meeting was adjourned.

Submitted by Tammy Fleshner, for

A handwritten signature in blue ink that reads "Todd M. Kallan". The signature is written in a cursive style with a large, stylized initial 'T'.

Dr. Carol Gunnett, Secretary