

**BUTLER COUNTY PUBLIC HEALTH NURSING SERVICE
COURTHOUSE, BOX 325
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**BOARD OF HEALTH MEETING
October 25, 2016**

BOH Members Present: Mitch Nordmeyer, Joyce Dickes, Dr. Lindstrom
Others Present: Jennifer Becker, Misty Kroeze, Tammy Fleshner

The regular meeting was called to order at 4:15 p.m. at the Board of Supervisors Meeting Room by Mitch Nordmeyer. No public comment was heard.

Dr. Lindstrom made a motion to approve the agenda as presented, and this was seconded by Joyce Dickes. Motion carried.

Dr. Lindstrom made a motion to approve the previous meetings' minutes as written, and this was seconded by Joyce Dickes. Motion carried.

The Financial Report was distributed. Joyce Dickes made a motion to approve the following claims: 8-30-16, 9-6-16, 9-13-16, 9-20-16, 9-27-16, 10-4-16, 10-11-16, 10-18-16, 10-25-16 and 11-1-16; and this was seconded by Dr. Lindstrom.

The Environmental Health Report was then distributed. See attached notes. Water testing numbers have increased due to the flooding.

Jennifer Becker gave the Program Reports as follows:

1. Bonnie Forry will be retiring at the end of the year. She has worked for Butler County since 9-1-1983. She has asked that we have a private retirement party with the staff at the December HCA Inservice. Jennifer requested permission to hire a home care aide to replace Bonnie as soon as possible so they can be fully oriented and have all their skills certified before Bonnie retires. Starting wage is \$9.00 per hour base with a \$.10 increase for every year of experience, up to \$1.00, for a maximum starting wage of \$10.00 per hour.
2. We are currently in flu shot season. Numbers have been considerably lower again this year. We have only used 300 doses of our 500 doses ordered. We have inquiries to businesses to set up more clinics. We may have to consider stopping the town flu shot clinics and concentrate more on businesses, or just order enough vaccine for the county employees and our staff.
3. Lonna Debner is doing a good job with the Elderly Waiver Case Management program, and navigating through the MCO changes. She has gotten training both in person with a trainer, and via webinars. We have received \$32,611 so from from the MCOs for Case Management.
4. Patty Nordmeyer has been doing a great job with the Breast and Cervical Cancer Early Detection Program. She is working with Butler, Bremer, Franklin and Floyd Counties. She has made visits to medical clinics to educate the staff on the program, ran advertisements at the Waverly Theater on the big screen, had a billboard by Parkersburg, and a Pink Out event at the courthouse, which included all the offices decorating in pink, and promoting early detection. We also had a chili cook off where the public was invited to attend, and had a memory / in honor wall in the foyer of the Courthouse.

5. On July, 2017, we will again be switching the Preparedness Program works. For the past 4 years, we have been in a coalition with Franklin and Floyd Counties, but in July, we will be going back to more of a regional configuration. We are with the district that includes Franklin and Floyd Counties. It is a 12 county response district. The 12 counties are meeting for the first time on October 31st to plan for the RFP that is going to be released in November. I am not planning on applying to be the fiscal agent for the 12 county district, as that would be more work than we have time for.
6. Immunization card audits are starting next week. Nikki Bertram will be doing all of them this year.
7. We have been busy with Communicable Disease Investigations since our last meeting – 3 cases of salmonella, 2 cases of e-coli, 1 case of campylobacter and 1 case of Hepatitis B.
8. MCO Update – So far we have received \$101,979 for home health. Tammy has spent 21.68 hours on MCO data entry and billing, and Jennifer has spent 20.6 hours working on preauthorizing all of our home health patients. Preauthorization must occur every 60 days on every patient we have on one of the MCOs. We currently have 40 home health patients and 32 case management patients on the MCOs.
9. Section 1557 of the ACA of 2010 is a nondiscrimination provision that requires some county departments that provide health programs or activities to post notices about their nondiscrimination policies by October 17, 2016. Covered entities must provide notice about their nondiscrimination policies, including auxiliary aids and services, language assistance services, how to obtain aids and services, who to contact, how to file a grievance and how to file a discrimination complaint with the Office of Civil Rights. Covered entities include entities that operate a health program or activity, any part of which receives federal financial assistance. This includes health departments who receive Medicaid payments. Covered entities must post the required notice, nondiscrimination statement and taglines in various locations outlined in the final rule. Taglines must be posted in at least the 15 top non-English languages spoken in the state in which the entity is located. The top 15 non-English languages spoken in Iowa are: Spanish, Chinese, Vietnamese, Serbo Croatian, German, Arabic, Laotian, Korean, Hindi, French, Pennsylvania Dutch, Thai, Tagalog, Karen, and Russian. Smaller publications are only required to contain taglines in the top two non-English languages spoken in the state, which in Iowa are Spanish and Chinese. There are three notices that must be published for English and non-English speaking people:
 - a. Notice of Nondiscrimination – must be posted in significant publications and significant communications targeted to beneficiaries, enrollees, applicants and members of the public. In all physical locations where the entity interacts with the public and in a conspicuous location on the covered entity's website accessible from the home page.
 - b. Nondiscrimination statement – on significant publications and significant communications that are small-sized, such as postcards and tri-fold brochures.
 - c. Taglines –
 - i. Top 15 non-English languages spoken in Iowa – must be posted in significant publications and significant communications targeted to beneficiaries, enrollees, applicants and members of the public. In all physical locations where the entity interacts with the public and a conspicuous location on the covered entity's website accessible from the home page.
 - ii. Top two non-English languages spoken in Iowa – on significant publications and significant communications that are small-sized such as postcards and tri-fold brochures.

The taglines state we have available interpreter services for all 15 of the languages. This will allow those non-English speaking people to call that number and receive interpreter services in their native language. Currently we do not have interpreter services, and we are having a hard time finding one or figuring out how much this services will cost us. Jennifer has contacted IDPH, as they have a call-in phone interpreter service that they use. She has also contacted our neighboring counties to see what they are doing. At this time, we are all struggling with this, and will keep you updated.

10. The budget will need to be approved at the December meeting. Everything will be prepared with proposals for FY 17-18 except for wage increases, which will have to wait until the Board of Supervisors approve the increase.
11. The Environmental Health truck has been purchased. It will be budgeted for over the next four years.
12. During the Flood, the Emergency Operations Center was manned by Public Health Staff. After discussion, Mitch and Jennifer decided to give all of the extra hours to the Staff that worked as comp time.

The next meeting will be scheduled for Tuesday, December 6th at 4:00 p.m. The meeting was adjourned.

Submitted by Tammy Fleshner, for



Joyce Dickes

Environmental Health report to the Board of Health
October 25, 2016

16-17 Fiscal Year Well Program:

Water tests: 103 (compared to 40 at this time last year) – due to flooding that occurred in September

Well permits: 6 (4 at this time last year) – 1 irrigation, 3 CAFOs, 1 new construction & 1 bad well

Well closings: 8 (10 at this time last year) – including 3 cisterns, with 1 cistern not submitting reimbursement request

Rehabilitated: 2 (2 at this time last year)

The 2016-2017 Grants to Counties well program is same amount as last year, which is \$26,530. We have \$11,985 remaining or about 45%. No money will be used for promotional, equipment or training until we know where we are sitting at end of the year. I also have not been doing arsenic testing on the wells affected by the flood in order to save on grant money. I have continued doing those for the general requests though.

Septic

Permits: I have issued 51 permits in 2016 so far (compared to 57 at this time last year). 11 are still waiting to be installed yet.

- 15 permits for new construction
- 12 failing systems
- 13 ToFT, with 3 having failed the inspections – remainder being illegal discharges
- 5 just wanting to update
- 4 repairs/alterations
- 2 Others (Illegal discharge & dog kennel)

Other

- Picked up new truck October 7th
- IEHA Conference in Marshalltown October 18th & 19th
- IOWWA Workshop – how to be a lab technician in Coralville on October 27th
- Proposed chicken confinement in Jackson Township
- DNR Regional Meetings