



Washington County Board of Health
110 N. Iowa Avenue, Suite 300, Washington, Iowa 52353

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES
January 19, 2017 @ 12:00 p.m.
Orchard Hill, Building #2, Washington, Iowa

MEMBERS PRESENT:

Cathy Buffington, RN
Trevor Martin, DO
Chris Grier, DC

PUBLIC HEALTH STAFF PRESENT:

Danielle Pettit-Majewski, Peggy Wood, Karri Fisher
Jennine Wolf, Jason Taylor

VISITORS:

The meeting was called to order at 12:05 p.m. by Chairperson, Cathy Buffington.

The meeting agenda and minutes from the January 6th and December 15th meetings were approved on a motion by Chris Grier, second by Trevor Martin. Motion carried 3-0.

Environmental Health

Jennine Wolf presented the budget -Revenue is at 65% and expenditures are at 42%.

Jennine presented the 2018 budget for approval. She explained all line items for expenditures remained at zero except for salaries which were raised 2.5%. Revenue went up about \$3000 due to acquiring the pool, tanning, tattoo contracts for Keokuk, Mahaska and Wapello counties. There was a request for \$6500 to be set back for a new vehicle in 2019. She presented a spreadsheet explaining the salary increases for Jason to \$20.09 and Jennine to \$30.08. Motion to approve the 2018 budget by Dr. Grier—seconded by Dr. Martin—motion passed.

Jennine presented a spreadsheet showing all the inspections, talks and job duties by Jason and Jennine for 2016.

Public Health

Danielle Pettit-Majewski shared information from the Board of Supervisor's meeting held on January 17th. The recommendation from the Board of Health to move forward with the McCleary building renovation was discussed, public comments were heard, and the issue will be added to the Board of Supervisor's meeting January 24th.

Peggy Wood presented the agency financial report. She indicated that both revenue and expenses were in line with budgetary guidelines. Peggy reviewed the proposed FY18 departmental budget with the Board. She pointed out that the wage line items were increased

at 2.5% per the Board of Supervisor's directive. Additionally, the department insurance line increased at 10.23% due to open enrollment changes. Peggy stated that her revenue projections were conservative based upon the current climate and anticipated changes in State funding. The Board approved the proposed budget on a motion by Chris Grier, second by Trevor Martin. Motion carried 3-0.

Danielle requested that the Board approve a personnel change request for a replacement Parent Educator in The Family Connection program. Interviews were in progress and she indicated that the position would be filled by the February meeting. The personnel change request was approved on a motion by Chris Grier, second by Trevor Martin. Motion carried 3-0. Approval for submission of the FY18 Immunization RFA (request for application), due February 10th, was granted on a motion by Trevor Martin, second by Chris Grier. Motion carried 3-0. The RFA covers the final year of a five-year grant cycle.

Danielle presented a standing order for the immunization program. The standing order outlined proper dosage amounts used for pain relief measures in infants. The approval for Trevor Martin to sign the standing order was granted on a motion by Chris Grier, second by Cathy Buffington. Motion carried 2-1. Trevor Martin abstained.

IDPH requires public health agencies to audit schools for dental screening requirements. All school districts in both Henry and Washington counties, Kindergarten and 9th grade, were completed at the end of December. In total, 1,119 records were reviewed, with 96% showing students with valid screening certificates.

Next meeting scheduled for Noon, Thursday, February 16, 2017, Orchard Hill, Lexington Blvd.