



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

**WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES**

**May 18, 2017 @ 12:00 p.m.**

**Orchard Hill, Building #2, Washington, Iowa**

**MEMBERS PRESENT:**

Trevor Martin, DO  
Connie Larson  
Jack Seward  
Cathy Buffington, Chair

**PUBLIC HEALTH STAFF PRESENT:**

Peggy Wood, Karri Fisher  
Jennine Wolf, Jason Taylor

**VISITORS:**

None

The meeting was called to order at 12:00 by Cathy Buffington.

The meeting agenda and minutes from the April 20th meeting were approved on a motion by Connie Larson, second by Jack Seward. Motion carried 3-0.

**Environmental Health**

Jennine Wolf presented the budget -Revenue is at 97%% because of the extra revenue from Mahaska, Keokuk and Wapello tanning, tattoo and pool inspections and expenditures are at 67%.

Jennine gave the Board an update of the Riverside complaint. Jennine explained her and two sheriff's deputies meet at the residence and talked with Julie's brother about the complaint. Jennine asked for permission to enter the premise to make a determination about the complaint. The brother denied the request. Jennine left a copy of the ordinance that explained about the BOH right to enter the premise to determine if the complaint is valid. Jennine then explained Julie contacted her and was going to make arrangements to have Jennine come and talk with her.

Jennine explained about a pool in Ottumwa that is out of compliance with many things on the inspection report. She explained she received the corrective actions from the inspection report. This pool has been lax on meeting the requirements for operating a pool. Because of this, Jason and her went to the pool to verify the corrective actions were in place and found none of them were. At this time, Jennine shut down the pool because the pool was cloudy, the bromine was below requirements, and the cover was off the drain at the bottom of the pool. The next step is to involve the state to begin penalties.

## **Public Health**

Peggy Wood presented the financial report and reviewed projections for fiscal year end on June 30<sup>th</sup>. Peggy indicated that the department may fall short of their allowed budget by approximately \$27k. She cited reasons for the shortfall specifically in the areas of Medicare and Medicaid revenue from the MCOs. Peggy added that the departmental FY18 revenue budget was planned at a decrease. Additionally, she will keep the Board informed of the financial status on a weekly basis until the end of June.

Peggy reviewed the email Danielle Pettit-Majewski sent to the Board the day prior in regards to AmeriHealth Caritas (AHC) changes for the Case Management program. The agency was notified referrals would no longer be sent effective May 1st, consequently leading to the transfer of clients to internal AHC case managers. No further information or timeline was given by the AHC representative.

Karri Fisher announced the hiring of Jade Tusing, home health aide, to replace Linda Mangold who retires at the end of May. The personnel change request was approved on a motion by Connie Larson, second by Trevor Martin. Motion carried 4-0.

Information about the County HIPAA policies/manual was shared by Karri and Peggy. Jack Seward and the County consultant, Roger Shindell, agreed to create two policy manuals, with one more specific to Public Health needs. The department is in the process of reviewing and correcting the applicable policies and forms.

Karri presented the revised Coordination of Therapy and Social Work Documentation policy. Minor changes in wording were previously reviewed and approved by the Advisory Board. The policy was approved on a motion by Jack Seward, second by Trevor Martin. Motion carried 4-0.

Next meeting scheduled for Noon, **Wednesday**, June 21, 2017, Orchard Hill, Lexington Blvd.