



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

**WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES**

**July 19, 2018 @ 12:00 p.m.**

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

**MEMBERS PRESENT:**

Cathy Buffington, Chair  
Trevor Martin, DO  
Chris Grier, DC  
Connie Larson

**PUBLIC HEALTH STAFF PRESENT:**

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

**VISITORS:**

Zac Ulin, KCII radio  
Dianna Daly-Husted, Environmental Health Appanoose/Davis/Lucas/Monroe counties

The meeting was called to order at 12:02 by Cathy Buffington.

The meeting agenda and minutes from the May 17th meeting were approved on a motion by Connie Larson, second by Chris Grier. Motion carried 3-0.

**Environmental Health**

Jennine Wolf introduced her guest-Dianna Daley-Husted-who is the Environmental Director of Appanoose, Davis, Lucas and Monroe (ADLM) counties.

Jennine presented Board of Health (BOH) with the year-end budget. Revenue is at 116% and expenditures are at 82%.

Jennine explained the Environmental Department has received another 3/year food contract from the Iowa Department of Inspection and Appeals (DIA). She read an email from Mark Speltz, DIA, congratulating our department for meeting all the criteria, which was extensive, required to receive another contract to do the food inspections in our county. Jennine told the Board our receiving the contract was due to Jason and the time and effort he contributed to make this possible. She then asked the Board to sign the contract. Cathy Buffington asked for motion to approve signing the DIA contract. Dr. Grier approved and Connie Larson seconded. The motion passed.

Jennine explained the DIA contract required our county having a Memorandum of Understanding (MOU) with another county under DIA. She explained Dianna is under the DIA and ADLM counties are willing to sign a MOU with Washington County to help each of us fulfill that requirement. Jennine presented the MOU explaining Dianna's Commission has already

signed it. After the MOU is signed, Dianna will mail the original to the DIA. Cathy asked for a motion to approve to sign the MOU-Dr. Grier approved the motion and Connie seconded. The motion passed.

Jennine explained Scott County had asked about having a MOU with Washington County also, but signed one with Johnson County.

Jennie informed the Board Washington County was approved to received a Grant to Counties (GTC) contract for a 3/year period. The amount of the grant is \$30,612.00 for FY 19. Jennine handed out the Environmental year end report. The reports show how many inspections, complaints, tests, classes and trainings Jennine and Jason, classes Jennine has taught and duties of each of them.

Jennine presented a bill from St. Francis vet clinic for \$148.00. She explained this is due to a cat bite incident in July. Mercy hospital called Jennine and reported a cat bite. The cat is a barn cat and was not vaccinated. The cat needed to be captured and taken to the vet to be prepared for rabies testing. The cost of rabies preparation is the \$148.00. Jennine asked the Board to allow the Environmental Department to pay the vet. Then, Jennine would bill the owner of the cat to pay back the Environmental department. She wants to keep a good working relationship with the vets by ensuring they are paid. Cathy asked for a motion to approve the department pays the bill to the vet, then bill the owner to pay the Environmental department. Dr. Greir approved the motion and Dr. Brown seconded. The motion passed.

### **Public Health**

Peggy Wood reviewed the agency financials and provided year end revenue and expenses totals. Peggy added that the Agency was owed approximately \$40k from United Healthcare for Home Health services for the time period of March and April. She has suspended billing until the problem has been corrected.

Danielle Pettit-Majewski presented the immunization standing orders for approval. There were no changes for the upcoming fiscal year. The standing orders and authorization for Trevor Martin to sign were granted on a motion by Connie Larson, second by Chris Grier. Motion carried 4-0.

An Agency policy for Opioid Overdose and Narcan Use was reviewed by Danielle. She stated that the policy and procedures outlined would be optional for WCPH staff. Those interested would be trained in recognizing the overdose symptoms and administration of Narcan. The policy was approved on a motion by Chris Grier, second by Trevor Martin. Motion carried 4-0. Danielle announced that the Family Connection Parent Educator position had been filled. A personnel change request for the hiring of Tina Garrett was approved on a motion by Connie Larson, second by Chris Grier. Motion carried 4-0. Tina's start date is scheduled for August 9<sup>th</sup> and she will work 20 hours per week.

Maternal Child Adolescent Health (MCAH) stats for the time period of April 2018 – June 2018 were reviewed. The BOH was asked if they had any ideas to pass along to MCAH staff, to which they had none.

Danielle shared that the Board of Supervisors had hired a consultant to assess the value of the Federation Bank building. Timeframe for completion will be 4-5 weeks.

Meeting adjourned at 12:40 p.m. Next meeting date scheduled for Thursday, August 16, 2018.