



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

**WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES**  
**December 17, 2020 @ 12:00 p.m.**  
**Federation Bank, Washington, Iowa**

**MEMBERS PRESENT:**

Cathy Buffington, Chair  
Connie Larson  
Trevor Martin, DO via Zoom  
Jack Seward, Jr. via Zoom  
Chris Grier, DC via Zoom

**PUBLIC HEALTH STAFF PRESENT:**

Danielle Pettit-Majewski, Karri Fisher, Peggy Wood, Jason Taylor, Cindy Chavez

**VISITORS:**

Mary Zelinski, Kalona News via Zoom  
Caitlin Yamada, The Union via Zoom  
WCPH staff - Lori Hobscheidt, Jen Weidman, Jessica Janecek via Zoom

The meeting was called to order at 12:01 p.m. by Cathy Buffington. The Zoom meeting option is available to allow for social distancing recommendations of meeting attendees.

The minutes from the 11/19/20 meeting and amended agenda were approved on a motion by Connie Larson, second by Jack Seward. Motion carried 3-0.

**Environmental Health**

Jason Taylor Presented the Budget. Revenue is 56% and Expenditures is 38%.

Jason presented the requested budget for FY 2022. He discussed that the department had a 0% increase of expenditures and a 2% increase in Salaries per Board of Supervisor directive. Jason stated that salaries will decrease this year due to Jennine Wolf's Retirement.

Cathy Buffington made a motion to accept the FY 2022 Budget, Dr. Grier approved the motion and Connie Larson Seconded. Motion carried, with Jack Seward Jr. abstaining.

Jason presented a personnel change request for Cindy Chavez, for Completion of her Certified Pool Operator Certification. Per the Salary Matrix, within 6 months of hire, an employee must obtain the certificate. With the completion, a \$ .50 raise would be given. A Motion was given by Connie Larson with a Second from Cathy Buffington. Motion carried, with Jack Seward Jr. abstaining.

Jason gave an update about English River Meats in Wellman. Jason talked with USDA Meat and Poultry, and on December 16th, they met with the Washington County Attorneys Office to turn in their Charges to be reviewed. I will update the Board as new information is available. Jason discussed a Cease-and-Desist order that was sent, November 23rd, for Jan Viveros and Benito Viveros for selling tamales out of their apartment in Washington. A Sheriff Deputy delivered the order on November 25th. No new ads have been posted on Facebook, since the order was sent.

## **Public Health**

Peggy Wood reviewed the agency financials and indicated the \$20,885 allocation through the CARES Act from the Governor was received on 11/13.

Jen Weidman, MCAH Coordinator, gave a brief overview of the programs offered through the Title V grant. Written information was given about WIC, CCNC, Hawki, Developmental Screening (Early Access), Lead Screening, Immunizations, Resource/Referral and the Maternal Health program. There was discussion on how services have changed due to the Pandemic and Jen asked for ideas that Board members might have about how to successfully reach Washington County families in need. Hours and location of MCAH services were discussed. Feedback was requested from the Board on the health of women, infants and children along with any areas of need in the Washington County community that they feel aren't being met. There was also discussion on the importance of health promotion. Jen agreed to set a meeting with (2) Board members at a later day to discuss ideas.

Peggy presented the FY22 County budget for the agency. The Board of Supervisors provided a wage directive of 2.0% increase for all County staff and a 0% increase on operational expenses, unless otherwise justified. The agency budget, in accordance with the BOS guidelines, was approved on a motion by Connie Larsen, second by Chris Grier. Motion carried 4-0. Jack Seward abstained.

Danielle Pettit-Majewski reviewed a personnel change request for Erin James, RN. Erin's last day with the agency will be 1/8/21. The personnel change request was approved on a motion by Connie Larsen, second by Trevor Martin. Motion carried 4-0. Jack Seward abstained. Further discussion included a request that the Chairperson and Vice Chairperson be in attendance of the exit interview.

The Board reviewed and made further adjustments to the proposed COVID-19 Quarantine and Isolation orders. The amended orders were approved to send to the Attorney General on a motion by Trevor Martin, second by Connie Larsen. Motion carried 5-0.

Danielle provided recent County data and statistics for COVID-19. She added the initial shipment of Moderna vaccine to public health departments could be reduced as much as 30% statewide.

Karri Fisher presented the State wide Standing Order for COVID-19 Vaccinations. The order was issued by Dr. Caitlin Pedati, State Medical Director, pursuant to Iowa Code sections 135.144(3) and (6). Authorization for Dr. Trevor Martin to sign the document was approved on a motion by Jack Seward, second by Cathy Buffington. Motion carried 4-1.

Karri shared that representatives from the Department of Inspection and Appeals (DIA) were on site Tuesday, 12/15, through Thursday morning, 12/17, for a Medicare recertification audit. Karri indicated the agency had performed well and final results would be forthcoming.

Cathy Buffington congratulated the agency for the recent Local Public Health audit results. Berdette Davis, IDPH Regional Health Consultant, was on site November 19<sup>th</sup> for the required review.

Meeting adjourned at 1:40 pm. Next meeting scheduled for Thursday, January, 21, 2021 at Federation Bank, 5<sup>th</sup> floor conference room, and via Zoom.