



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

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

January 13, 2022 @ 12:00 PM

Nicola Stouffer room, Washington Public Library, Washington, Iowa

MEMBERS PRESENT:

Connie Larsen
Jack Seward, Board of Supervisor
Trevor Martin, DO
Chris Grier, DC

PUBLIC HEALTH STAFF PRESENT:

Emily, Tokheim, Peggy Wood, Karri Fisher
Jessica Janecek, Sara Hammes, Lori Hobscheidt, Diane Waldschmidt, Jen Roberts
Susie Beatty, Roberta Sloat, Megan Waterhouse, Martha Hernandez via Zoom
Jason Taylor

VISITORS:

Sam McIntosh, KCII Radio
Kalen McCain, Southeast Iowa Union
Mary Zelinski, Kalona News via Zoom

The meeting was called to order at 12:05 pm by Jack Seward. The Zoom meeting option is available to allow for social distancing recommendations of meeting attendees.

The agenda was approved on a motion by Trevor Martin, second by Chris Grier. Motion carried 4-0.

Approval of the 12/16/21 minutes were approved on a motion by Chris Grier, second by Connie Larsen. Motion carried 4-0.

Environmental Health report

Jason Taylor Presented the Budget. Revenue is 59% and Expenditures is 38%.

Jason presented the requested budget for FY 2023. He discussed that the department had a 0% increase of expenditures and 7% salary increase for first 6 months of FY23 and additional 3% increase for last half FY23. Matching the Board of Supervisors Directive.

Dr. Grier made a motion to accept the FY 2023 Budget, Connie Larson 2nd the motion. Motion carried, 3-0 with Jack Seward Jr. abstaining.

Jason discussed the State of Iowa Code for dog bites, the code states that a dog is property and the dog owner is responsible for any damaged cause by their animal. Code states law enforcement can put down a dog, that is chasing, maiming or killing domestic animals.

State Code does not address Vicious or Dangerous Dogs or Mediation of such an animal.

Public Health report

Peggy Wood reviewed the year to date revenue and expenses for the agency and indicated both were within budgetary guidelines. Peggy added the reporting structure will change moving forward to reflect the change in the merge of agency accounts per directive of the State Auditor.

Emily Tokheim reviewed the allowable activities under the new Public Health Emergency Preparedness (PHEP) funding opportunity. Emily shared the Iowa Department of Public Health (IDPH) approved the agency request to replace the existing phone system. Peggy identified functionality issues and limitations with the current system. She also shared the benefits of a new system, specifically, the portability and expansion capabilities. A proposal from Tri City Communications in the amount of \$26,667.30 was approved on a motion by Chris Grier, second by Trevor Martin. Motion carried 4-0.

Emily reviewed the proposed staff wage matrix. Jessica Janecek and Sara Hammes reviewed their research findings of like positions in comparison to those positions at the agency. Jack Seward clarified with Peggy the proposed wage ranges were a compilation of all data resources, taking into account job description, responsibilities, years of experience, and licensure requirements. Various WCPH staff in attendance provided additional input. The Board consensus was to have further conversation into the making of the wage matrix. A committee comprised of Jack Seward, Chris Grier, Emily Tokheim, Peggy Wood, Karri Fisher, Jessica Janecek, and Sara Hammes will meet on Tuesday, January 18th to review further details. The approval of the wage matrix was tabled on a motion by Chris Grier, second by Connie Larsen. Motion carried 3-0. Jack Seward abstained.

Peggy outlined the proposed longevity matrix. The proposal established a lump sum dollar amount to be awarded to staff members on their anniversary date starting at 5 years of service. The proposed amounts for years 5-10 \$500; 11-15 \$1,000; 16-20 \$1,500; 21+ \$2,000. The longevity matrix, effective July 1, 2022, was approved on a motion by Trevor Martin, second by Chris Grier. Motion carried 4-0.

Due to the uncertainty of the wage matrix and proposed increases for staff, a full review of the FY23 budget proposal was tabled. Peggy highlighted the operational expenses of the agency, indicating the County mileage reimbursement and contractual monthly fees for the clinical system increased from FY22. A special meeting will be held on Thursday, January 20th, to review and approve and agency FY23 budget.

Sara Hammes provided information and updates on several Public Health related programs including the new established STABIL program in collaboration with WCHC, childhood lead draws, and the Vaccines for Children (VFC) program through the State of Iowa. The STABIL program, Successful Transition Arriving Back Home Informed Lifestyle Choices, is focused on individuals with diabetes and the importance of in home education and support following a hospital stay.

Sara shared information on recent and upcoming Flu and COVID clinics. Emily noted the agency was reviewing the Supreme Court rulings regarding vaccine mandates and monitoring further notification of the CMS ruling.

Emily informed the Board of an upcoming Early Childhood Iowa (ECI) Board meeting on January 18th. Emily and Martha Hernandez, Dental Hygienist, will be in attendance. The purpose will be to request an extension for the current Fluoride Varnish program to reduce disruption of services when the new Collaborative Service areas (CSA) go into effect on October 1st. Emily shared she would be meeting with Amber Armbruster in the coming weeks to discuss worksite wellness.

Meeting adjourned at 1:32 pm. Next meeting scheduled for Noon, Thursday, January 20th at the Washington Public Library and via Zoom.