

**BUTLER COUNTY PUBLIC HEALTH NURSING SERVICE
COURTHOUSE, BOX 325
ALLISON, IA 50602**

Telephone (319) 267-2934

**BOARD OF HEALTH MEETING
December 8, 2015**

BOH Members Present: Mitch Nordmeyer, Joyce Dickes, Dr. Lindstrom, Larry Backer
Others Present: Jennifer Becker, Misty Kroeze, Tammy Fleshner
Visitors Present: Rex Ackerman

The regular meeting was called to order at 4:15 p.m. at the Board of Supervisors Meeting Room by Mitch Nordmeyer. No public comment was heard.

Larry Backer made a motion to approve the agenda as presented, and this was seconded by Joyce Dickes. Motion carried.

Joyce Dickes made a motion to approve the previous meetings' minutes as written, and this was seconded by Larry Backer. Motion carried.

Tammy Fleshner gave an updated financial report. November's Auditor reports will be emailed to the Board tomorrow. Flu shot billing has been started. . Joyce Dickes made a motion to approve the 10-13-15, 10-20-15, 10-27-15, 11-3-15, 11-10-15, 11-17-15, 11-24-15, 12-1-15, 12-8-15 and 12-15-15 claims, and this was seconded by Larry Backer. Motion carried.

Misty Kroeze gave the Environmental Health report. See attached notes. 42 Total Arsenic tests have been completed with very few showing significant amounts of arsenic levels. 54 Water tests have been performed this fiscal year, along with 5 well permits, 10 well closings, and 3 well rehabs. The 1st Quarter voucher has been successfully submitted for \$8819.25. IDPH did confirm that we are allowed to reimburse for sales tax when reimbursing well pluggings and well renovations. 63 Septic permits have been issued so far this year. 10 radon test kits have been sold so far. Misty will be attending both the IOWWA and IWWA Conferences in January this year.

Jennifer stated that Patty Nordmeyer is the new secretary / program manager hired. She is doing very well and has been orienting with office staff people and state people, and she is catching on fast. Diane Johnson is having her knee replaced on 12-11-15, so her duties have been divided up between the staff.

Jennifer Becker gave the Program Reports as follows:

1. The Immunization Grant runs on the calendar year. The 2016 Grant was awarded and Jennifer signed the contract today for \$6893, which is an increase of \$100. The On-site review was completed on December 2, 2015 without any problems.
2. Elderly Waiver Case Management – We will no longer be providing Case Management Services after 6-30-16 at this time due to the Medicaid Modernization, unless CMS delays or stops the Modernization plans. They are in Des Moines right now reviewing the plans. We will be reworking program management caseload, patient caseload, etc. to transition Robin.
3. Community Health Needs Assessment – Jennifer is working on this right now. She will be collecting surveys until 12-31-15, and then complete the assessment, which is due February 15, 2016.

4. BFF Coalition (Emergency Preparedness) – A Crisis Emergency Risk Communication workshop was held on November 18, 2015. We are currently planning our exercise for spring, 2016. Cell phone for our office need to be updated. We will look to do that when the contracts are up.
5. Immunization Audits – These were completed in November and entered online into the State Immunization Registry by Nicole Bertram.
6. Communicable Disease Follow-Up – Since October 2, 2015, we have had 4 dog bites, 2 cat bites, 2 cases of mumps, 3 cases of cryptosporidiosis, 1 case of salmonella and 1 case of ecoli.

Jennifer Becker then presented the Budget Proposals.

Environmental Health: Jennifer had received a formal request for a proposed wage increase for Misty Kroeze. Misty requested an additional \$1.53 per hour, starting 7/1/2016, which would bring her to \$18.00 per hour. She is testing for her certified environmental health technician certification, and would be willing to the increase be contingent on her passing the certification. See the attached formal proposal. The Environmental Health Budget Proposal includes raising Misty to \$18.00 per hour.

Public Health: Jennifer looked at each line item and tried to be as practical and responsible as possible. Some areas could be cut, while other areas stayed the same, and others needed to be increased, if the current year's spending indicated that. She met with the Board of Supervisors to discuss wage increases. The compensation board met last week. No decisions have been made, but 2% was mentioned. The Board of Supervisors will not make a decision until the first January meeting. The proposals show a 3% increase, but we will go with whatever the Board of Supervisors awards everyone else, if that is agreeable to the Board of Health. Budgets are due to the Auditor's office January 14, 2016.

Jennifer then reported that the office has had an ongoing water leak problem in the office on the north wall. Sometime in January, we will be relocating temporarily to the EOC while Midwest Basement installs a baseboard drainage system. The walls will have to be torn down, carpet torn back, system installed, and then reconstruction of the walls. We will be out of the office for a minimum of 2-3 weeks.

The Director's Evaluation was tabled at this time.

The next meeting will be scheduled for some time in February, 2016. Dr. Lindstrom will not be available for February 2, 2016. Jennifer will let the Board members know of the date. The meeting was adjourned.

Submitted by Tammy Fleshner, for



Joyce Dickes

Environmental Health report to the Board of Health
December 8, 2015

15-16 Fiscal Year Well Program:

Water tests: **54 (compared to 73 at this time last year)**

Arsenic: 42 Total Arsenic Tests Completed

<1 ug/L:	32
1-4 ug/L:	5
5-9 ug/L:	4
>10 ug/L (MCL):	1

Well permits: **5 (6 at this time last year)**

Well closings: **10 (3 at this time last year)**

Rehabilitated: **3 (6 at this time last year)**

The 2014 – 2015 Grants to Counties well program is \$26,530. 1st Quarter Voucher was successfully submitted for \$8,819.25 or about 33% of total grant awarded.

IDPH did confirm that we are allowed to reimburse sales tax when reimbursing well pluggings and well renovations.

Septic

Permits: I have issued **63** septic permits so far in 2015 (compared to 72 at this time last year – with about a dozen of those permitted last year, being installed this past summer). Of those permits issued, all but 4 have been installed.

- 20 for Time of Transfer
- 24 for New Construction
- 18 installs for Failed Systems or wanting to update
- 1 alteration/repair

Licensed Contractors: 27 licensed contractors so far this year.

Radon

I have sold 10 radon test kits so far. Hoping to ramp up radon sales for Radon Action Month in January.

IOWWA/IWWA Conferences

Both conferences are coming up at the end of January. I have registered to attend both. It's been several years since I have gone to the IWWA Conference but it looks like they have more Environmental Health Sessions this year.