

**BUTLER COUNTY PUBLIC HEALTH NURSING SERVICE
COURTHOUSE, BOX 325
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**BOARD OF HEALTH MEETING
December 13, 2011**

BOH Members Present: Todd Kalkwarf, Mitch Nordmeyer, Dr. Gunnett, Jodi Bangasser
BOH Members Absent: Larry Backer
Others Present: Jennifer Becker, Mike Weinberg, Tammy Fleshner

The regular meeting was called to order at 4:00 p.m. at the Board of Supervisors Meeting Room by Todd Kalkwarf. No public comments were heard.

Jodi Bangasser made a motion to approve the agenda, and this was seconded by Mitch Nordmeyer. Motion carried.

Mitch Nordmeyer made a motion to approve the previous meeting's minutes, and this was seconded by Jodi Bangasser. Motion carried.

Tammy Fleshner gave an updated financial report, and this was approved by Jodi Bangasser, and seconded by Mitch Nordmeyer. Motion carried. Mitch Nordmeyer made a motion to approve the 11-1-11, 11-15-11, 12-6-11 and 12-20-11 claims, and this was seconded by Jodi Bangasser. Motion carried.

Mike Weinberg gave the Environmental Health report. Since last meeting, 12 Septic Permits have been issued (75 year to date – 24 due to Time of Transfer), 9 Well Closings, 14 Water Tests, 3 Well Permits and 1 Well Rehabilitated. Mike reported that there will be a problem with Well Sampling when the US Mail stops next day delivery. UPS fees would be over \$10.00 per test, and Fed Ex would be approximately \$26.00 per test. Currently we are spending \$3.07 per test by US Mail. Mike stated that he would like to increase the Septic Permit Fees from \$100.00 to \$150.00. This will be discussed later. Mike reported that there is a Bristow property that was sold through the Sheriff's auction. A letter has been sent stating they need to upgrade the septic system by June 1, 2012. The property owner has contacted an attorney. The County Attorney and DNR have given the approval to proceed. The City will be having a council meeting this week to discuss further. Mike stated he is scanning all old records and permits, and is about 50% completed.

Jennifer then explained the problems with trying to hire a new nurse. We received 4 applications and interviewed 2, but both refused the job. Options include:

1. Readvertise and leave the starting wage as is.
2. Readvertise and raise the starting wage. Would then need to increase wages of 2 current RNs to meet new starting wage.
3. Drop the Case Management program – which leave us 1 person down
4. Mary Johnson has offered to go back to full time and do both Homes with Healthy Children and Case Management. She has also indicated that she may retire within the next year.

Jennifer submitted the pros, cons and approximate costs of each option. It was suggested to consider Career Builder and Craig's List for advertising. It was recommended that Jennifer and the Board of Health discuss this further with the Board of Supervisors, and possibly increase the allocation. Dr. Gunnett made a motion to increase the starting RN Wage to \$21.00 per hour, and this was seconded by Jodi Bangasser. Motion carried. Jennifer was directed to readvertise for an RN. Wages for Cindy DeWitt and Deb Henricks will increase to \$21.00 per hour effective 1-1-2012. Cindy DeWitt will also get a raise in July, as she has been here for a number of years. Deb Henricks and the new RN will remain at \$21.00 per hour in July.

The Compensation Board met last week and recommended 4.5%. The Board of Supervisors has not made an official decision. Discussion followed regarding possible options. Jennifer will e-mail the Board of Health with the Board of Supervisors' decision and e-mail the final budget proposal to the Board of Health, and request electronic approval.

Jennifer then explained the 2012 Holiday Schedule set by the Board of Supervisors, and the problems that the agency would entail. Mitch Nordmeyer made a motion that the Public Health Agency keeps the original holiday schedule in 2012 and this was seconded by Dr. Gunnett. Motion carried.

The election of officers was held, with the results as follows: Todd Kalkwarf, Chairperson, Jodi Bangasser Vice Chair; Dr. Gunnett, Secretary. Tammy will submit the 2012 Board of Health Report to the State.

After the last meeting, Jennifer and Tammy discussed the possibility of paying mileage to Dr. Gunnett since she is driving many miles to come to the Board of Health meetings. This is allowable. Jodi Bangasser made a motion to pay mileage to Board of Health Members for out-of-county travel. This was seconded by Mitch Nordmeyer. Motion carried. Tammy will send the claim forms to Dr. Gunnett electronically.

Ramsey Badre completed the Medicare Cost Report and gave a report. His recommendations have been discussed and some are being implemented currently.

The Medicare Surveyors were here last week. Our last survey was March, 2009. Sixteen (16) charts were reviewed, and 6 home visits were made, plus an additional home visit with the Physical Therapist. The Survey went well. It was very gratifying to hear that our Patient Care is excellent, and it is not all about the paperwork. We have not received the official report as of yet.

The next meeting will be scheduled for Tuesday, February 7th at 4:00 p.m. The meeting was adjourned at 4:45 p.m.

Submitted by Tammy Fleshner, for

Dr. Carol Gunnett, Secretary