

**Chickasaw County Board of Health
January 10, 2013
Meeting Minutes**

The Chickasaw County Board of Health meeting was held on Thursday, January 10, 2013, at the Community Services Building. Carol Strike, vice-chair, called the meeting to order at 1:31 p.m. The following members, staff, and visitors were present: Kathy Babcock, RN, BSN; Sue Soenen; Jason Byrnes; Shelly Smith; and Erin Barkema, regional consultant from the Iowa Department of Public Health. Diane Murphy, RN, BSN, arrived at 1:34 pm. Ruth Schemmel arrived at 1:42 pm. Dr. Brinkman arrived at 1:46 pm. Ken Rasing was absent.

New BOH members, Ruth Schemmel and Jason Byrnes, were introduced. The appointment of new officers was tabled until all members arrived. Erin Barkema, Iowa Department of Public Health Consultant, was introduced and replaces Berdette Odgen as of July 2012. She will be doing new Board of Health members orientation in the next month and will be available to administration for any consulting needs with the IDPH.

The following additions were added to the agenda: ET Contract with Mercy Hospital - New Hampton under Public Health Programs and Staffing updates under Home Health. Sue Soenen moved to approve the agenda with the additions. seconded by Jason Byrnes, all in favor, motion carried.

Sue Soenen moved to approve the December 13, 2012 meeting minutes. It was seconded by Jason Byrnes, all in favor, motion carried.

Kathy Babcock gave an update of the County's SPF-SIG grant regarding Chickasaw County Public Health as a subcontract to Pathways. Kathy presented a drafted letter addressed to Chris Hoffman, Pathways Behavioral Health Agency CEO, and it was read to all Board of Health members in attendance. Discussion was held. The members of the Board of Health were advised that Rick Holthaus had communicated with the Heartland Insurance Risk Pool, the County's insurance provider, and had been advised that Heartland does not provide insurance coverage for persons or entities who are independent contractors with Heartland Counties or other entities that are insured by Heartland. A Board of Supervisors workshop was held December 19, 2012 and the contract holder, Pathways, suggested the subcontract be considered closed and coordination could be transferred to Pathways Behavioral Health. Erin Barkema from the IDPH Consultant restated that as of January 1, 2013, all independent contractors that are working with Iowa Department Public Health Grants must have liability insurance as was shared in the IDPH General Contract Terms at the December BOH meeting. Both prior to and at the December BOH meeting the coordinator of the SPF-SIG grant was

informed of the need to purchase liability coverage by 1/1/13, but that had not occurred. It was decided through the Board of Supervisors workshop, the CCCPUD executive committee meeting January 3, 2013 and the county attorney to terminate the subcontract with the coordinator due to lack of liability insurance and risk to Chickasaw County and continue support of the initiative. Dr. Brinkman, Chair of the Board of Health, signed the letter that will be sent to Chris Hoffman with the above details included in the letter. The Board of Health members verbalized that they support the SPF-SIG project for Chickasaw County.

Dr. Lucas Brinkman, Chairman, assumed control of the meeting at 2:01pm.

Kathy Babcock gave an update on the Iowa Department of Public Health's Local Public Health Grant. Kathy informed the group that all funds have been expended as of 12/31/12. The amount of this grant was \$44,260.00. The 2013-2014 Local Public Health grant is now available for the agency to apply to receive the grant for the next fiscal year. The amount of the grant is unchanged from last year.

Kathy Babcock presented the Enterostomal Therapy contract with Mercy Medical Center - New Hampton. The rate will be \$90.00 per hour and mileage of \$0.55. Sue Soenen moved to approve the Enterostomal Therapy contract with MMC-NH. Seconded by Carol Strike. All in favor. Motion carried.

Monthly business claims to be paid were presented by Kathy Babcock. Carol Strike moved to approve claims as presented, seconded by Sue Soenen, all in favor, motion carried.

Kathy Babcock presented the 2013-2014 Public Health & Home Care budget for approval. Discussion followed. Moved by Sue Soenen, seconded by Carol Strike to approve the 2013-2014 budget, all in favor, motion passed.

Shelly Smith departed at 2:33 p.m.

Diane Murphy presented an update on Home Health. Diane discussed referrals, admissions, and nurse productivity.

Diane Murphy updated the group on the PPS Plus Software and reported slight improvement in reimbursement by utilizing the software. Diane also update on the Sansio Home Solution software, which is total agency software for charting, scheduling, and billing the home health visits. Diane informed the group that training is continuing with office and nursing staff and that the clients are currently being switched into the new software as their recertification orders become due. Diane reported that the training is going well and that the nurses are giving positive feedback regarding the software.

Diane Murphy informed the board that she received the resignation letter from Lori Stanley, Home Health Aide, and which Lori dated her resignation as of 9/1/12. Diane recommended we change the status of Tammy Jordan from part-time on-call to part-time scheduled due to working more scheduled hours. Carol Strike gave a motion for approval, seconded by Sue Soenen to change status for Tammy Jordan from part-time on-call to part-time scheduled effective January 10, 2013. All approved, motion carried.

Appointment of new officers was discussed. Sue Soenen moved to keep the current officers the same, seconded by Carol Strike, all in favor, motion carried.

Chairman: Dr. Lucas Brinkman
Vice-Chair: Carol Strike
Secretary: Sue Soenen

The next BOH meeting will be February 14, 2013 at 1:30 p.m. at the Chickasaw County Community Services Building.

Dr. Brinkman called for a motion to close the meeting. Sue Soenen moved to adjourn the meeting, seconded by Carol Strike, motion carried. Meeting adjourned at 2:49 p.m.

Anita Eschweiler, BOH Designee Secy.

Attested by Sue Soenen, BOH Secretary

Attested by Kathy Babcock, RN, BSN
Chickasaw County Public Health Agency Administrator