**Louisa County Board of Health**

12635 County Rd G56, Ste 103

Wapello, IA 52653

Meeting Minutes June 13th, 2023

**Members Present**: Shawn Maine, Lynn Mincer, Joellen Schantz, Tim Verink

**Members Present via Zoom**: Jacinta Wangui

**Excused/Absent**:

**Staff Present:** R. Smith

**Guests:** Brian Thye, Jim Rudisill, Becky Connelly

**Guests via Zoom:**

**Call to Order**

Meeting was called to order by Schantz at 1329.

**Approval of Agenda**

Motion to approve June 13th, 2023 agenda by Maine, 2nd by Verink. All approved, so carried.

**Approval of Minutes**

Motion by Maine to approve May 9th, 2023 board minutes, 2nd by Verink. All approved, so carried.

**Environmental Health Update**

New Business/Financial Report:

Thye presented EH stats and the system installation report through May 2023; Smith presented the EH finances through May 2023. Thye reported that in addition to regular duties, he is also working on a complaint that came in regarding the direct discharge of raw sewage to the ground at a residence that has had the same complaint in the past.

Old Business:

None

*Thye exited meeting.*

**Public Health/Home Health Update**

New business/Financial Report:

Tobacco Prevention Grant Update – Becky Connelly:

Connelly presented information on the FY23 grant goals and progress made; goals for this year included reducing nonsmoker’s exposure to secondhand smoke and partnering with the community on outreach. Connelly reports that outreach was done with local businesses in the attempt to promote tobacco/nicotine free workplace policies with eight Louisa County businesses successfully implementing policies. Information was also shared on available resources for the community looking for smoking cessation help or to adopt workplace strategies.

*Connelly exited the meeting.*

Smith presented financial and home visit caseload data through May 2023. Maine asked about the sliding fee scale for FY24 adopted last month by the board; Smith states that financials will be completed this month and so far, some current pt. charges will increase with the new scale. Smith intends to keep fees for current pts. similar to FY23 per the new policy and states if costs become prohibitive for new pts. on the scale, Smith will bring the scale back to the Board for revisions. All agree the goal is to maximize the insurance benefit for services without hindering the out-of-pocket pt. from receiving services.

Policy Reviews and Amendments:

QAPI: Smith presented a revised QAPI policy amending items that were no longer applicable or attainable to the program. Smith explained that having a QAPI program was a home health mandate by CMS, however, the program could be implemented however the agency sees fit. Smith stated that the current policy was developed with input from the staff at QAPI meetings and was a program staff felt would attainable and beneficial to pt. programs. Motion by Maine to approve the QAPI policy as presented, 2nd by Mincer. All approved, so carried.

Employee Health Requirements: Smith presented a new policy derived from a combination of the previous health requirements and TB policies that updated current expectations and removed redundancies between the policies. Discussion on the pre-employment physical ensued with Maine and Schantz stating the intent of the physical was for the employee to complete the physical prior to their start date. Discussion also occurred surrounding the need for FIT Testing to be completed prior to hire. It was decided the Fit Testing portion of the policy could remain as presented, but Schantz requested the policy be tabled until HR could be consulted regarding the pre-employment physical. Smith stated she would reach out to the county’s HR consultant and add the policy to the next agenda with HR’s recommendations.

Tuberculosis: Smith presented a revised tuberculosis (TB) policy, stating the policy had been reviewed by Wangui prior to bringing to the board for approval. Smith emphasized that the policy was intended for staff, as any latent/active TB cases in Louisa County already ran through the department’s TB investigation protocols with the State. After some questions about TB were discussed, motion by Verink to approve the Tuberculosis policy as presented, 2nd by Maine. All approved, so carried.

HHS Vaccine Campaign:

Smith notified the board of a program being implemented by Iowa HHS with the goal of increasing vaccination rates across the state post-COVID. Smith stated that rates had not fallen drastically in Louisa Co. but had fallen, and rates were down statewide. The campaign will not be vaccine or age specific, but rather aimed at all Iowans for all vaccines. Local providers have been asked to be the “face” of the campaign in their respective counties and posts/signs will be created with the provider image encouraging people to talk to their providers about vaccinations. Wangui and Dr. Desai from CHC have agreed to be in the campaign in Louisa Co., Smith is still waiting to hear back from other providers in the county.

Old Business:

DME Loan Closet: Smith updated the board following the implementation of the new loan closet check-out form last month. Smith states that since implementation, only pt. representatives have come to pickup/sign out equipment. Smith had reached out to the Louisa Co. Attn., who stated the preference would be to have the waiver of liability signed by the person using the equipment. The feasibility of LCPH staff delivering equipment to obtain a signature and/or the mailing of the waiver was discussed. Following discussion, it was decided to carry on as usual, allowing representatives to sign, with a copy of the form being given to give to the patient with the equipment.

Smith also inquired about the process to purchase a fleet car that was budgeted for FY24. There was discussion about purchasing used vs. new cars for the department, with Maine stating he would like to see new cars budgeted in the future as the PH dept. gets on a rotation schedule. Mincer agreed to help look for a used car within the FY24 budget. Smith stated she would provide the numbers to Mincer as well as have the fleet data available at the next meeting.

**Public Input**

No public in attendance.

**Meeting Schedule**

Next BOH meeting: Tuesday, August 8th @ 1330.

**Adjournment**

There being no further business, motion to adjourn by Maine at 1436.

Respectfully Submitted,

*Roxanne Smith*

Secretary Pro Tem

Motion to Approve:

1st: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_