

BLACK HAWK COUNTY BOARD OF HEALTH MEETING

February 27, 2019

The meeting of the Black Hawk County Board of Health was called to order at 7:30 a.m. by Chair Rev. Dr. Mary Robinson in Room 420 of the Pinecrest Building, 1407 Independence Avenue, Waterloo, Iowa. Members present: Dr. Wesley Pilkington, Dr. Catherine Zeman, and Attorney Mike Treinen. Absent: Dr. Adam Roise and Vice Chair Bonnie Sadler. A quorum was met.

Others present: Debi Bungler, Dr. Nafissa Cisse Egbuonye, Eileen Daley, Megan Fellows, Tyler Foley, Eric Heinen, Terry Helinski, Brenda Hostetler, Kim Howard, Patti Humpal, Linda Laylin, Becky Nowachek, Megan Olmstead, Jared Parmater, Joshua Pikora, Lori Rottinghaus, Toki Selby, Lisa Sesterhenn, Robin Speicher Windolf, and Bridgett Wood.

Unless otherwise noted, all actions were approved unanimously.

I. Approval of Agenda – For Vote

Discussion: The Board agreed to move the Executive Session from the beginning of the meeting to the end of the meeting.

Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve the agenda moving the closed Executive Session to the end. Motion carried.

II. Approval of Minutes – For Vote

Discussion: No discussion.

Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve the February 4, 2019 Regular Meeting minutes (re-scheduled Jan. 2019 meeting)

III. Public Comments – No public comments

IV. Ms. Olmstead introduced the medical students in Dr. Roise's absence.

V. Becky Nowachek with the Iowa Department of Public Health (IDPH) provided a Local Public Health Services (LPHS) update.

- LPHS funding for the current year is \$7.6 million, a decrease of about \$300,000 from last year.
- FY20 applications for LPHS are going to be released next week, and Black Hawk County may have a slight increase in funding.
- Governor Kim Reynolds reappointed MPA Director Gerd Clabaugh (IDPH).
- IDPH achieved Public Health Accreditation Board (PHAB) accreditation in November 2018.

VI. Dr. Cisse Egbuonye provided a Health Department update for Black Hawk County.

A. Payment for PHAB Application Fee* - For Vote

Discussion: Dr. Cisse Egbuonye explained the process of PHAB, and informed the Board that once the application is paid and submitted, it does start the process. Dr. Cisse Egbuonye wanted the Board to be aware of the participation and commitment that will be required by the staff and Board of Health.

Dr. Zeman acknowledged the positive changes that have occurred to transform the Health Department focus on the essential services of public health.

Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve payment to the Public Health Accreditation Board for the Health Department's initial accreditation review fee of \$21,000.00. Motion carried.

B. Motivational Interviewing Training with Dr. Becky Lang, LifeStrategies, LLC*

Discussion: The board agreed that this training will be beneficial for the Health Department.

Action: Dr. Pilkington moved, and Dr. Zeman seconded, to approve a scope of work not to exceed \$4,000 from LifeStrategies, LLC to train and assist Black Hawk County Health Department staff in motivational interviewing. The funding for this project is from the Kresge Emerging Leaders Grant. Motion carried.

C. Policy Updates for Employee Handbook and Board of Supervisors (Black Hawk County)

Discussion: Rev. Dr. Mary Robinson inquired if the county had previously had a conflict of interest policy. Mr. Treinen explained that the policy had existed but it has been improved to include other types of conflicts besides the food inspections.

Debi Bunger clarified that the open records request update is just to clarify the process to staff when there is a request for open records and how to handle those documents.

Action: Dr. Pilkington moved, and Dr. Zeman seconded, to adopt the Black Hawk County Employee Handbook Policy Updates from 01/15/19 and New Board of Supervisor policies (01/15/19) that have been approved by the Black Hawk County Board of Supervisors. Motion carried.

VII. Financials

A. Disbursements* – For Vote

Discussion: Patti Humpal provided an overview of the disbursements and explained some of the costs.

Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve to pay the bills as presented. Motion carried.

B. Local Public Health Services (LPHS) Contract Unit Cost Addition* – For Vote

Discussion: No discussion.

Action: Dr. Pilkington moved, and Dr. Zeman seconded, to approve the proposed unit cost and reimbursement rate of Community Utility for the Local Public Health Services Grant FY2019. Motion carried.

C. Patti Humpal presented the Financial Report as of 02/21/2019 to the Board.

Discussion: No discussion.

VIII. Grants and Contracts Memo-Consent Agenda* – Dr. Cisse Egbuonye – For Vote

The following items will be acted upon by vote on a single MOTION, without separate discussion, unless someone from the board or the public requests that a specific item be considered separately.

- A. Long-Term Food Information Sharing Agreement (Renewal) (20.88), July 2019- June 2024, US Food and Drug Administration (FDA)
- ~~B. Memorandum of Understanding (Renewal) Peoples Community Health Clinic Interpretation Services for Burmese Refugees, FY19~~
- C. Memorandum of Understanding (Renewal), 2019-TB04, IDPH
- D. Contract (Amendment) with Hawkeye Community College and SuccessLink for Student Health Services, FY19

Discussion: Item B was removed. Dr. Cisse Egbuonye explained that there may be other languages that could be added to the agreement for interpretation services.

Regarding Item A, Dr. Zeman inquired about what information will be shared or not shared with other parties. Mr. Parmater clarified that the information sharing agreement is stating that the FDA will not share information received from the Health Department with other non-authorized parties.

Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve items A, C, and D as presented on the grants and contracts memo and removing item B. Motion carried.

IX. For Information Only

A. Mr. Pikora provided an update on Communicable Diseases*

A handout was provided to the board with a summary of communicable disease statistics. Mr. Pikora also summarized some changes on the investigation process from IDPH. Rev. Dr. Robinson inquired about what can be done to raise awareness about Ebola surveillance in the community. Mr. Pikora stated he is part of a daily update that is sent out for outbreaks of Ebola. This is being monitored very closely on a global level.

B. Ms. Helinski provided an update on legislative items related to public health.

Summary: Property tax reform, unknown impact, but obvious loss of local control. Groundwater bill, smoke-free in casinos bill, human trafficking licensing under massage therapy, conversion therapy illegal, several marijuana bills for medical use, hands free rules for cell phones when driving. The funnel is happening next week, so information about bills that survive the funnel will be available at the next Board meeting.

C. Mr. Parmater provided an update on Radon Awareness Month (January)

The board was provided a handout and process sheet of the January Radon Awareness Campaign. The issue last year was that after the kits were purchased, the residents were not using the kits. This year the team focused on educating the public on how to use the kit and submit the test for the results.

D. Ms. Laylin provided an update on behalf of the Black Hawk County Board of Supervisors.

- Reserves are at 36%, and the bond rating is good and may be improved since Country View was removed from the rating. The Country View transition has gone very well, the residents are able to stay, and most of the staff were able to keep their jobs. There have been some retirements.
- The county is well positioned to stabilize its tax rates.
- The new Veterans Affairs Director is Yolando Loveless.

Rev. Dr. Robinson inquired if each department within the county will have their own 5-year strategic plan. Ms. Laylin replied that all of the departments will be involved in the process of the county's strategic 5-year plan. Dr. Cisse Egbuonye stated that the county 5-year strategic plans has integrated some activities with the Health Department's strategic plan, like public health education. Dr. Cisse Egbuonye added that it would be good to have a standardized system of policies that we can share within the county.

Rev. Dr. Robinson added that a good standardized policy to have would be for inclement weather.

X. Next Regular Board of Health Meeting: March 27, 2019 at 7:30 a.m. – Room 420, Pinecrest Building, 1407 Independence Ave., Waterloo, Iowa.

- XI. Executive Session – 8:30 a.m. – Discuss contract negotiations with AFSCME Local 679
- A. Resolution – that pursuant to the provisions of the Iowa Open Meetings Law, the Black Hawk County Board of Health shall proceed into closed session at 7:35 a.m. for the purposes of discussing labor contract negotiations with AFSCME Local 679 pursuant to Chapter 20.17(3) of the Code of Iowa.
- Action: Dr. Zeman moved, and Dr. Pilkington seconded, to go into closed session at 8:30 a.m. Motion carried.
- B. Motion: To adjourn the Board of Health Meeting in Executive Session
- Action: Dr. Zeman moved, and Dr. Pilkington seconded, to exit closed session at 8:38 a.m. Motion carried.
- C. Tentative agreement between the Black Hawk County Board of Health and Unit 8 AFSCME Local 679 – *For Vote*
- Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve the tentative agreement between the Black Hawk County Board of Health and Unit 8 AFSCME Local 679. Motion carried.
- XII. Adjournment – Dr. Zeman moved, and Dr. Pilkington seconded, to adjourn the meeting. Motion carried. The meeting adjourned at 8:38 a.m.

Respectfully Submitted,

Megan Olmstead

Megan Olmstead, Secretary

Bonnie Sadler
~~Rev. Dr. Mary Robinson, Chair~~

Bonnie Sadler, Vice-Chair