

BLACK HAWK COUNTY BOARD OF HEALTH MEETING

May 29, 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: Vice-Chair, Bonnie Sadler, Dr. Wesley Pilkington, Dr. Catherine Zeman, and Attorney Mike Treinen. Absent: Dr. Adam Roise. A quorum was met.

Others present: Dr. Nafissa Cisse Egbuonye, Eileen Daley, Angie Graham, Terry Helinski, Brenda Hostetler, Kim Howard, Patti Humpal, Kevin Lawrence, Linda Laylin, Megan Olmstead, Jared Parmater, Joshua Pikora, Lori Rottinghaus, Toki Selby, Lisa Sesterhenn, Larry Sivesind, Robin Speicher Windolf, Sarah VanDorin, and David Wang.

Unless otherwise noted, all actions were approved unanimously.

I. Approval of Agenda – For Vote

Discussion: No discussion

Action: Ms. Sadler moved, and Dr. Pilkington seconded, to approve the agenda as presented. Motion carried.

II. Approval of Minutes – For Vote

Discussion: No discussion.

Action: Dr. Pilkington moved, and Ms. Sadler seconded, to approve the April 17, 2019 Regular Meeting minutes. Motion carried.

III. Public Comments – No public comments

IV. Jared Parmater, Program Manager, recognized Larry Sivesind for his 46 years of service and upcoming retirement.

V. Rev. Dr. Robinson introduced the medical students in attendance at the Board Meeting: Kevin Lawrence, Sarah VanDorin, and David Wang.

VI. Health Department Update was provided by Dr. Cisse Egbuonye.

Summary of update:

- The Department is filling vacancies for management positions by end of FY19.
- Engaging Inquiry will be at the Health Department to lead a System Mapping Workshop with Stakeholders. Dr. Cisse Egbuonye is requesting that two board members attend this event on June 26 and 27, 2019. Black Hawk County Health Department needs to take on the role of the Health Equity Strategist, and to redefine our understanding of health disparities in the county. We will be playing the role of convener to better understand health equity in all sectors. Some of the changes that must occur are "upstream," in that they are systemic, and changes need to occur collectively at that level rather than "band-aid" approaches that do not adequately address the problem.
- July 30 and July 31, Human Impact Partners will be here to train the Health Department on Health Equity. Issues being addressed include institutionalized racism and implicit bias to enable us to understand how we as individuals perceive the world and how we can change the lens through which we see it.
- Branding: We are working to narrow down candidates and will present next month on the decision for board approval on a new Branding and External Communication Plan.
- Hawkeye Community College Student Clinic Contract will not be renewing, but will extend through the month of July. The data collected and reviewed found that Hawkeye Clinic is conducting more annual physicals. Resources that are being used at Hawkeye could be utilized

by the community in a better way at our other clinics within the Health Department.

Rev. Dr. Robinson asked if the hospitals would be involved with the workshops. Dr. Cisse Egbuonye stated that they will and that all of the trainings conducted for the community are intended to be inclusive (housing, transportation, hospitals, police). The Health Department is identifying those who are connected to the issues as well in the community and thinks they would be the ideal people to invite.

Rev. Dr. Robinson applauded the Human Impact and Engaging Inquiry workshops coming here and stated that it is at great opportunity for the Health Department to show everyone how to improve quality of life in the county.

VII. Joshua Pikora, Accreditation Coordinator, provided accreditation update and a memo provided in packet.

Summary of update:

- Toki Selby and Joshua Pikora traveled to Washington D.C. for public health accreditation training.
- All of the documents will be due for submission in May 2020.
- After submission, 6-8 months after submission, we will have a site visit, and a decision will be made in early 2021 on the accreditation for Black Hawk County Health Department.

VIII. Approval to Purchase License for Performance Management Software*-- For Vote

Discussion: Rev. Dr. Robinson inquired if there are safeguards for privacy and if training is built into the cost. Mr. Pikora confirmed there will be restricted access by user and training included in the cost. This company was chosen because it offered all of the functionality needed but also keeps it simple compared to the other quotes we received, which were much higher. Dr. Pilkington asked if this will be a major upgrade for the Health Department. Mr. Pikora confirmed at this time we are utilizing spreadsheets, etc., so this software would be a great tool to make the programs run a lot smoother.

Action: Dr. Pilkington moved, and Ms. Sadler seconded, to approve the purchase from Knowledge Capital Alliance for a license to use the VMSG Dashboard for \$5,020.00. Motion carried.

IX. Health Improvement Plan Report FY2018* - For Vote

Discussion: Terry Helinski summarized the goals in the Health Improvement Plan report that was provided to the board.

Action: Dr. Pilkington moved, and Ms. Sadler, seconded to approve the FY2018 Health Improvement Plan Report. Motion carried.

X. Personnel Action to Delete 1.0 FTE GS14B Public Health Nurse and replace with 1.0 FTE GS14 Disease Prevention Specialist* - For Vote

Discussion: No discussion.

Action: Dr. Zeman moved, and Dr. Pilkington seconded, to approve to remove 1.0 FTE bargaining GS14B Public Health Nurse position and replace it with a 1.0 FTE bargaining GS14 Disease Prevention Specialist position effective July 1, 2019. Motion carried.

XI. Financials

A. Disbursements* – For Vote

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

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

B. Patti Humpal presented the Financial Report as of 05/21/2019 to the Board.

Discussion: No discussion.

XII. Grants and Contracts Memo-Consent Agenda* – 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. Grant Application (Renewal) FY2020 Childhood Lead Poisoning Prevention, IDPH
- B. Contract (New) #5889CD21, FY2019 Intervention Implementation in Target Populations, IDPH
- C. Memorandum of Agreement (New) YMCA
- D. Memorandum of Understanding (New) EMBARC (Ethnic Minorities of Burma Advocacy and Resource Center) CY2019
- E. Agreement (New) Participating Provider, Iowa Total Care, Inc., Iowa Medicaid MCO
- F. Memorandum of Understanding (Renewal) – MOU-2020-ELC02, Mosquito Surveillance, IDPH
- G. Contract (Amendment 2) 2019-MOU-TB03, Tuberculosis, IDPH
- H. Contract (Amendment 2) FY2019 Hawkeye Community College & SuccessLink for Student Health Services

Discussion: Toki Selby explained the new agreement with Iowa Total Care (MCO) (Item E). Ms. Selby stated just a few minor adjustments were needed. Malpractice insurance needed to be increased, and Dr. Roise will be required to be credentialed which is in the process of being completed. There is a 24/7 coverage requirement appears to be boilerplate from Medicaid; it is a non-issue, because Iowa Total Care stated in an email that the clinics within the Health Department are not required to have 24/7 coverage. Mr. Treinen confirmed that the 24/7 coverage exception was in writing.

Rev. Dr. Robinson requested explanation on the EMBARC Memorandum of Understanding (Item D).

Ms. Helinski stated that the Health Department and EMBARC applied for the same Schoitz Foundation grant last year. The Schoitz Foundation requested the Health Department and EMBARC work together to conduct the needs assessments in the Congolese and Liberian communities.

Rev. Dr. Robinson requested more information on the culturally specific community health worker. Ms. Helinski stated that EMBARC hired a Congolese Community Health Worker (CHW) who has almost finished her certification as an interpreter. Issues that the CHW will assist with include resource navigation, healthcare access, how to find a medical home, reading medical bills, and medical insurance eligibility education.

Ms. Helinski stated that originally, that the Health Department was going to hire the Liberian Community Health Worker and EMBARC was going to hire the Congolese CHW, but due to the model already set up with EMBARC, it is being proposed that EMBARC hire both the Congolese and the Liberian workers. Rev. Dr. Robinson questioned EMBARC housing both CHWs.

Ms. Sadler asked if the total grant awarded is more than this proposal. Ms. Helinski answered yes the total grant amount is \$52k and this proposal is \$41k.

Mr. Treinen inquired whether the minimum insurance requirements had been added to the EMBARC agreement. Ms. Helinski stated that she had followed his instructions, and the language had been added to the MOU.

Dr. Cisse Egbuonye added that the Schoitz foundation had reached out to each agency to request that we work together since we are doing the same work and have some of the same goals. The Health Department is working on a plan to hire the Liberian worker (what would be the best approach? and how would we house these two positions separately?). If they are housed separately, then there may be inconsistencies. There has not been a final decision made on where the Liberian CHW will be housed, and this particular agreement is for the Congolese CHW. The Liberian CHW will be discussed later in the agenda.

Action: Dr. Pilkington moved, and Ms. Sadler seconded, to approve items A-H as presented on the grants and contracts memo. Motion carried.

XIII. For Information Only

A. Allen Women's Health Center-Celebrating 50 Years

Dr. Egbuonye informed the board of the social event (Tuesday, June 11th from 4:30pm-6pm) for one of the Health Department's community partners and encouraged the board to attend if they could.

B. Hiring Entity for Liberian Community Health Worker

Terry Helinski discussed the successful site visit with Schoitz Foundation. The methodology has been mapped out for the needs assessment. Halkeno Tura has met with Jacob Johnson, President of the Liberian Association, and he is ready to convene focus groups and to administer the community survey via interpreters who have been trained to administer the survey in a culturally specific way. Languages to be interpreted are French, Spanish, and Burmese, Karenni, and Chin. EMBARC has found that the Congolese CHW has been instrumental in convening the Congolese community. Our original plan was to for the Department to hire the Liberian CHW later in the process, but because the Congolese CHW has assisted earlier in the process, discussions have been held regarding who should be the hiring entity for the Liberian CHW. There was no change to the original plan.

C. Board of Supervisors Update

Linda Laylin was present to provide an update to the Board:

Summary of update:

- Pinecrest Building: Grin & Grow vacated their space on 1st Floor---Ms. Laylin suggested a work session with the Board of Supervisors to bring everyone in the county together to best utilize that space. The Health Department has an interest in using this space for clinical purposes.
- Active Shooter Training will be held on June 11, 2019 at Pinecrest. It was helpful to the courthouse. Staff is encouraged to attend training.
- The County Finance Director Position is vacant, and the county is seeking applicants with accounting/CPA experience and preferred government background.
- Pinecrest Facility Security Update---this upgrade was approved for FY19 budget, and some progress should be seen on this soon.

XIV. Date of Next Regular Board of Health Meeting: June 24, 2019 at 7:30 a.m. – Room 420, Pinecrest Building, 1407 Independence Ave., Waterloo, Iowa.

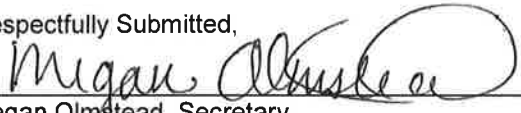
XV. Change date of July meeting from July 31, 2019 to July 24, 2019. - For Vote

Discussion: Dr. Pilkington stated he will not be able to attend July 24, 2019 due to a vacation he has planned. Ms. Sadler stated she will not be able to attend July 31, 2019. The date was changed since only one board member will not be in attendance.

Action: Ms. Sadler moved, and Dr. Zeman seconded, to approve the change of date of the July Regular Board of Health Meeting from for July 31, 2019 to July 24, 2019. Motion carried.

XVI. Adjournment – Dr. Pilkington moved, and Dr. Zeman seconded, to adjourn the meeting. Motion carried. The meeting adjourned at 8:30 a.m.

Respectfully Submitted,


Megan Olmstead, Secretary


Rev. Dr. Mary Robinson, Chair