

## Franklin County Board of Health Minutes

May 19, 2015

<b><u>Members Present:</u></b>	Carol Miller, Erran Miller, Nancy Retz, Shawn Dietz
<b><u>Members Absent:</u></b>	Dr. Paltzer
<b><u>Staff Present:</u></b>	Christa Wiarda, Public Health Administrator; Deb Jones, Home Health Program Director; Earl Kalkwarf, Franklin County Environmental Health; JoEllen Arends, Case Manager
<b><u>Staff Absent:</u></b>	Jenni Swart, Franklin County Public Health
<b><u>Called to Order:</u></b>	The meeting was called to order at 17:30 by E. Miller.
<b><u>Approval of Agenda:</u></b>	Dietz made a motion to approve the agenda. Seconded by Retz. Motion carried.
<b><u>Public Comments:</u></b>	None
<b><u>Approval of Minutes:</u></b>	Retz made a motion to approve the March 17, 2015 minutes. Seconded by Dietz. Motion carried.

### **Franklin County Home Care**

#### **Old Business**

Update on Elderly Waiver – JoEllen Arends: On April 22, JoEllen Arends and Shawn Dietz went to Des Moines to meet with legislators regarding the changes being made to the Elderly Waiver. To date, JoEllen has spent many hours working on this issue without receiving an acceptable response from any of the state agencies she has contacted. JoEllen stated that she will continue to work on these issues with the Elderly Waiver and Shawn stated he will pursue this further after this legislative session ends.

#### **New Business**

One staff member had a heart attack while Deb was on vacation. They are unsure when she will be able to return to work. Another staff member has been helping as much as she can to fill in some the vacant duties in the interim.

There is another staff member who is having health problems, and is reducing her work load to less than 20 hours per week.

An additional aide was hired anticipating that she could work several hours during the summer, but there have been scheduling conflicts, and she will not be able to work as many hours as what was initially thought.

Deb is working many extra hours to fill in to cover the staffing issues. She proposed to the Board of Health tonight that she being paid for whatever hours she would have accrued as comp time until June 30<sup>th</sup>, as she will accrue far more hours than what she will be able to use. Motion was made by Dietz to allow Deb to be paid for whatever comp time she accumulates until June 20<sup>th</sup>. Motion was seconded by C. Miller. Motion carried.

#### **Approval of Claims**

Motion made by E. Miller to approve the claims report. Seconded by C. Miller. Motion carried.

#### **Activity Report**

Motion was made by E. Miller to acknowledge Activity Report for Franklin County Home Care. Seconded by Dietz. Motion carried.

### **Franklin County Environmental Health**

#### **Old Business**

Update on Popejoy Situation: Eark Kalkwarf stated that he had spoken with Mr. Jim Jass and currently, Mr. Jass is satisfied with the current situation. Mr. Jass did request that

the Franklin County Board of Health minutes show that when Ron Allen sells his property or when the leach field fails, the leach field must be moved at that time.

**New Business**

12 reminder letters were sent out regarding septic systems.

The Grant to Counties is due on June 5, 2015 and will need E. Miller to sign/approve the grant prior to submitting it.

**Approval of Claims**

Motion made by E. Miller to approve the claims. Seconded by C. Miller. Motion carried.

**Activity Report**

Motion made by Retz to acknowledge Environmental Health Activity Report. Seconded by Dietz. Motion carried.

**Franklin County Public Health**

**Old Business**

The new nurse that was recently hired has completed orientation, however, is currently on medical leave. She is hoping to return to light duty in the next two weeks.

**New Business**

Update on Annette Lee: The cost will be between \$2,200 and \$3,000. She would prefer to make a site visit approximately 6 months prior to the State Survey, and would plan to visit in January or February.

Nurse Units: The nurse units continue to grow due to staffing shortages and increased work load. At the present time, one unit = 80 minutes (which is the equivalent of one visit). In an effort to reduce the units that the nurses are accumulating, an attempt is being made to have the nurse that was on call over the weekend be off on the following Friday, but that isn't always possible. Christa Wiarda proposed paying the nurses for their accumulated units down to a minimum of 25 units per nurse. E. Miller made a motion to pay the nurses for their accumulated units down to 25 units per nurse.

Motion seconded by Dietz. Motion carried.

State Grant: Monies have not been received yet, but should arrive prior to July 1<sup>st</sup>. Last year this grant money was split 60% to Franklin County Public Health and 40% to Franklin County Home Care. A motion was made by E. Miller to split the State Grant monies 50% to Franklin County Public Health and 50% to Franklin County Home Care. Seconded by Retz. Motion carried.

**Approval of Claims**

Motion made by E. Miller to approve the Franklin County Public Health Claims.

Seconded by Deitz. Motion carried.

**Activity Report**

Motion made by E. Miller to approve the Franklin County Public Health Activity Report.

Motion seconded by C. Miller. Motion carried.

**Board of Health**

**Old/New Business**

None

**Items less than 24 hours old**

None

**Next Meeting**

Tuesday, 7/21 at 5:30pm at Franklin County Public Health offices.

**Adjournment**

Motion was made by C. Miller, seconded by Dietz to adjourn the meeting. Meeting was adjourned at 19:02 p.m.

Respectfully submitted,  
Nancy Retz, Secretary