

Franklin County Board of Health
Unofficial Minutes
December 6, 2016
6:30 p.m.
Franklin County Public Health/Home Care Office

Members Present: Carol Miller, Russell Wood, Nancy Retz, Sue Wulf,
Others Present: Christa Wiarda, Franklin County Public Health; Deb Jones, Franklin County Home Care; Dan Tilkes, Franklin County Environmental Health/Franklin County Weed Commissioner; Gary McVicker, Franklin County Supervisor.
Absent: Dr. Keith Hansen

Agenda

- Call to Order Meeting called to order at 6:34 p.m. by Carol Miller
- Public Comment - none
- Consideration of Agenda
 - Motion made by Miller and seconded by Wulf to approve the agenda as presented. Motion carried.
 - Motion by Miller to approve the minutes from the October 5, 2016 Franklin County Board of Health Meeting. Second by Retz. Motion carried.
- Old Business – no old business addressed
- New Business
 - Appoint Compliance Officer due to employee retirement.
 - Motion made by Miller and seconded by Wulf to appoint Deb Jones as the responsible employee to ensure compliance to Section 1557 and 45 CFR 92 with Dee Carr serving as assistant. Motion carried.
 - Security for Office
 - It was brought to the attention of the Board of Health that Public Health and Home Care Employees do not have access to panic buttons or personal alarms. McVicker stated that this is an oversight on the part of the Franklin County Supervisors. No action taken on this item, as it was deferred to Franklin County Supervisors.
 - Employee Sick Leave Policy
 - Employees have asked if it is possible to transfer Sick Leave to another employee in the event of a major medical event. There is no current policy on this. Advised staff to check with other agencies and see what they are doing and report back to Board of Health.
 - Budget Work Session
 - Environmental Health
 - Motion made by Wulf and seconded by Miller to approve budget as presented. Motion carried.
 - Franklin County Home Care
 - Motion made by Wulf and seconded by Miller to approve budget as presented. Motion carried.
 - Franklin County Public Health
 - Motion made by Miller and seconded by Wulf to approve budget as presented. Motion carried.
 - Environmental Health Report
 - Motion made by Miller to acknowledge Environmental Health report. Second by Wulf. Motion carried.
 - Public Health Report

- Discussion Action on ADA Policy
 - Clarification on item: should read Discussion Action on ACA Policy.
 - Discussion was held. No action taken.
 - Discussion Action on Medicare Cost Report
 - Discussion was held. No action taken. Will continue discussion at next meeting.
 - Home Care Report
 - Discussion Action on Case Management
 - JoEllen Arends retired 11/30/16. A suitable replacement was not able to be found. Motion made by Miller to eliminate this position. Second by Wulf. Motion carried. Clients have been referred to Elderbridge, Franklin County Social Services, and Northeast Iowa for continued care.
 - Discussion Action on Provider Quality Management Self-Assessment
 - Motion made by Wulf and seconded by Retz to authorize chair to sign Provider Quality Management Self-Assessment. Motion carried.
 - Motion made by Wulf and seconded by Miller to accept claims as presented for Environmental Health, Franklin County Home Care and Franklin County Public Health. Motion carried.
- Supervisor's Report
 - Concerns were voiced about providing home care and public health services outside Franklin County. The supervisors were invited to contact home care and public health administrators for further explanation.
- Board Member Comments
 - Board members may access the IDPH website for local board of health information.
 - Due to scheduling conflicts of some board members, the day of the Board of Health meetings will be changed to Mondays. The Board will meet on the second Monday of the odd numbered months.
- Other Business - none
- Schedule Next Meeting:
 - January 9, 2017 at 5:30 pm at the Franklin County Public Health Office.
- Adjourned
 - Motion made by Miller, second by Wulf to adjourn the meeting. Motion carried.
 - Meeting adjourned at 8:06 p.m.

Respectfully submitted,
Nancy Retz, Secretary