

POCAHONTAS COUNTY BOARD OF HEALTH
REGULAR MEETING
Pocahontas County Conservation Building
February 9, 2022 3pm

Board Members present: Joe Kramer, Kyle Smith, Dr. Shane Kirkegaard, Connie Schachtner

Board Members absent: Donna Stall

Staff Present: Anne Thompson, Administrator

Guests Present: Don Wolf, Dean Wolf, Brooke Mefferd

1. CALL MEETING TO ORDER

The meeting was called to order at 3:04pm by Joe Kramer, Chair.

2. APPROVAL OF AGENDA

Motion by Shane Kirkegaard to approve the agenda with moving item #8 above item #3, seconded by Kyle Smith. Motion carried.

3. PUBLIC COMMENTS

Don Wolf presented information regarding the septic system on property owned by Aaron and Brooke Mefferd located at 46395 250th Ave, Rolfe.

4. APPROVAL OF CONSENT AGENDA

- Meeting minutes from January 5, 2022
- Environmental Health Specialist's report
- Review of FY22 December 2021 financials
- Review of FY22 December 2021 claims

Motion by Shane Kirkegaard to approve the consent agenda, seconded by Connie Schachtner. Motion carried.

5. ADMINISTRATOR'S UPDATE – PUBLIC HEALTH AND HOME CARE

Thompson presented her written report for Public Health and Home Care (attached).

- Review of policies – Thompson reviewed the following policies.
Motion by Shane Kirkegaard to approve the following policies with the small addition to the Travel Allowance policy, seconded by Connie Schachtner. Motion carried.
 - On-Call & After-Hours
 - Dress Code
 - Vaccine Mandate
 - Travel Allowance (revision) *or Administrator approved system.
 - Charting Guidelines & Record Correction (revision)

6. OLD BUSINESS

- FY23 Budget – Thompson presented the revised FY23 budget for Department 23 Board of Health and Department 26 Environmental Health based on a request from the BOS for budget cuts.

Motion by Kyle Smith to approve the revised FY23 budget for both departments, seconded by Shane Kirkegaard. Motion carried.

7. NEW BUSINESS

None

8. NEXT MEETING – The next Board of Health meeting will be April 13, 2022, at 3pm at the Pocahontas County Conservation Building.

9. ADJOURN – Meeting adjourned at 4:26pm.