

POCAHONTAS COUNTY BOARD OF HEALTH  
Pocahontas County Conservation Building  
March 12, 2024 – 1:00 PM

Board Members present: Kyle Smith, Kylie Maurer, Polly Zaugg, Selena Meacham, Connie Schachtner

Board Members Present via Phone: Annette Devereaux

Board Members Absent: Donna Stall

Staff Present: Jill Conlin, Administrator, Kayla Nedved

Guests Present: Diane Anderson, Iowa HHS

1. Call Meeting to Order
  - a. The meeting was called to order at 1:03 PM by Kyle Smith.
2. Approval of Agenda
  - a. Motioned by Connie Schachtner, seconded by Selena Meacham to approve the agenda. All ayes, motion carried.
3. Approval of minutes from January 9, 2024.
  - a. Motioned by Kylie Maurer, seconded by Polly Zaugg to approve the minutes from January 9, 2024. All ayes, motion carried.
4. Environmental Health Specialist Report – Keane Brown
  - a. Keane has been busy the last couple weeks with water tests.
  - b. Kim Johnson is done helping/training Keane.
  - c. Keane plans to take the Certified Pool Inspection class in June 2024.
5. Administrator's Report – Public Health and Home Care
  - a. Review of financial information & claims
  - b. National Public Health Week – April 1-7, 2024
  - c. We signed our 28E Agreement with Humboldt County for Environmental Health Services. This agreement is for FY25.
6. Old Business
  - a. FY25 Budget Update
  - b. 3.92% Wage Increase
  - c. Update on new Therapy Contract with RehabVisions
    - i. Motioned by Kylie Maurer, seconded by Selena Meacham to approve new contract.

7. New Business

a. Approval of New Agency Policies

- i. Comprehensive Assessment Policy – Oasis Clients
- ii. Comprehensive Assessment Policy – Oasis Exempt Clients
- iii. Medication Management Policy
- iv. Drug Regimen Review (DDR)/Medication Profile Policy
- v. Home Health Aide Services
- vi. RN Supervision of HCA Policies
- vii. Bag Technique Policy
- viii. Hand Washing Policy
  - 1. Motioned by Kylie Maurer to approve the policies with the provisions to change Physician to HCPs, seconded by Selena Meacham. All ayes, motion carried.

b. Annual Review & Approval of Agency Policy Manual

8. Board Concerns/Comments

- a. None

9. Public Comments

- a. None

10. Next Meeting – Tuesday, May 14, 2024 @ 8:00 AM

- a. Tuesday, July 9, 2024 @ 1:00 PM
- b. Tuesday, September 10, 2024 @ 1:00 PM
- c. Tuesday, November 12, 2024 @ 1:00 PM

11. Adjourn

- a. Motioned by Selena Meacham, seconded by Polly Zaugg to adjourn the meeting. All ayes, motion carried. Meeting adjourned at 1:56 PM.