

POCAHNTAS COUNTY BOARD OF HEALTH
Pocahontas County Conservation Building
June 14, 2022 3:00pm

Board Members present: Donna Stall, Kylie Maurer, Connie Schachtner, Selena Meacham

Board Members absent: None

Present Telephonically: Kyle Smith

Staff Present: Jill Conlin, Interim Administrator, Kayla Nedved, Nate Vento

Guests Present: Diane Anderson, John Sappington, Samantha Birzer, Marty Christensen

1. Call Meeting to Order
 - a. The meeting was called to order at 3:14pm by Donna Stall, chair.
2. Approval of Agenda
 - a. Motioned by Connie Schachtner to approve the agenda, seconded by Selena Meacham. All ayes, motion carried.
3. Approval of minutes from May 24, 2022
 - a. Motioned by Kylie Maurer to approve the minutes from the May 24, 2022 BOH Meeting, seconded by Selena Meacham. All ayes, motion approved.
4. Tobacco and Addiction Updates for Pocahontas County – John Sappington, Prevention Specialist, Community and Family Resources
 - a. John Sappington spoke about Tobacco advertisements and Products displayed at the eye level of children; 2021 youth survey statistics.
 - b. Samantha Birzer - Community Family Resources – Spoke about a training that will be held this Friday, June 17th and again on June 24th – two sessions going on in the AM/PM. This training will be about Narcan and overdosing.
 - c. Marty Christensen – Talked about Presentation/Gambling and how kids as young as 6-8th graders are purchasing lottery tickets. Kids are also doing in app purchases when playing games on their phones, tablets, or video games. This has the same neurological stimulation as playing card games. Video Games are the same as sitting in a casino.
5. Environmental Health Specialist Report – Nate Vento
 - a. Nate Vento gave his report for the month of May. Nate stated that he is completing tattoo inspections at the moment and will complete his last one tomorrow (6/15/22). Nate stated he has 3 more pool inspections left.
 - b. Nate spoke about Tanning inspections and how the state put it on the county to complete the inspections or not. The county would have to adopt an ordinance to do that and this would be for commercial tanning beds and not residential. Nate asked the County Attorney to review this and said it looks good after a few changes. Nate made the comment that he would like to start doing this. Clay county would be able to come and train Nate to do the tanning inspections.

6. Administrators Report

a. Jill Conlin went over Grant updates:

- i. Elderbridge Grant will start July 1, 2022 for Health Promotion Visits and Amy Stern-Domek, LPN will oversee this program. We received \$3,465.00 for this grant.
- ii. The 28E agreement for Environmental Health through Humboldt County has been signed for Nate Vento to do Environmental Health Services over in Humboldt County. There was a rate increase to \$38.22/hr.
- iii. Immunization Services Grant has been submitted.
- iv. Emergency preparedness – Jill will get together with Ron from Webster County to do some training once we have new staff.
- v. Personnel Updates – Jill will interview another candidate tomorrow night. There are 4 individuals that applied for our 2 openings. Kayla and Mary have been working together for check and balances. Kelly and Brooke have been paid out for their Comp Time.
- vi. Jill met with the Compensation Team and went through that with Paul Greufe.
- vii. Grant opportunities – We had the opportunity to apply for ARPA funds through the county by July 1st. Jill talked with the nurses to see what they all need. The nurses want new stethoscopes, new BP cuffs, better thermometers, medication boxes, scissors, and bag for their laptops with padding. Jill will complete the application and get it submitted.
- viii. Department Growth – Jill met with Ryan from Office Elements to see about getting a new set up for the office. Ryan is going to work up a design for 6 cubicles and will get that back to Jill so we can get this done before end of the fiscal year.

7. Old Business

a. Review On-Call and After-Hours Policy

- i. Change wording to Billing or Office Coordinator. Also, the policy states that the nurses have to visit the clients within 30 minutes of their call. Jill said her and the nurses talked and think we need to change it to say “return calls within 30 minutes” instead.
- ii. Kyle Smith Motioned for On Call pay to be changed to \$2/hr. Monday-Friday, Seconded by Selena Meacham. All ayes, motion approved.
- iii. Kylie Maurer Motioned for the Nurses to get paid \$75 for Saturday and \$75 for Sunday for on call pay. Seconded by Selena Meacham. All ayes, motion approved.
- iv. Kylie Maurer motioned to pay the nurses \$100.00 on County recognized Holidays. Seconded by Selena Meacham. All ayes, motion approved.
- v. New On Call pay will go into effect 1st pay period in July 2022.

8. New Business

a. Rate Increase for Home Care Aide Services Contract for FY 23

- i. Selena Meacham motioned to raise the rate to \$50/hr. Seconded by Kylie Maurer. All ayes, motion carried.
- b. ARPA Application (Internal) – Due July 1, 2022
 - i. Jill Conlin reviewed this during her Administrator report.
- c. Discuss a state audit of the PCHD and submit a request to the BOS
 - i. Kyle Smith would like a cover letter from Jill Conlin stating that the BOH is requesting a state audit for the FY21 and FY22 that can be presented to the BOS.

9. Board Concerns/Comments

- a. Connie Schachtner wants to know if our budget will cover all these changes. Jill said there will probably be amendments.
- b. Donna Stall would like to set up a meeting for combining departments to get that started and that Paul G. would be able to help.
- c. Kyle Smith said BOS stated that all offices will be open for RAGBRAI.
- d. Jill Conlin brought claims for Board members to review and sign.

10. Public Comments

- a. No Public Comments

11. Next Meeting

- a. The next Board of Health meeting will be on Tuesday, August 30, 2022 @ 2:30pm.

12. Adjourn at 4:20pm

- a. Meeting adjourned at 4:20 pm.