

POCAHONTAS COUNTY BOARD OF HEALTH
Pocahontas County Conservation Building
July 11, 2023 - 2:00 PM

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

Board Members Absent: Donna Stall

Staff Present: Jill Conlin, Administrator and Kayla Nedved

Guests Present: none

1. Call Meeting to Order
 - a. The meeting was called to order at 2:03 PM by Kyle Smith.
2. Approval of Agenda
 - a. Motioned by Selena Meacham, seconded by Polly Zaugg to approve the agenda. All ayes, motion carried.
3. Approval of minutes from May 9, 2023.
 - a. Motioned by Annette Devereaux, seconded by Kylie Maurer to approve the minutes from May 9, 2023. All ayes, motion carried.
4. Environmental Health Update – Jill Conlin
 - a. We have an ad in the Pocahontas and Humboldt paper to hire a new Environmental Health Specialist.
 - b. Motioned by Polly Zaugg, seconded by Connie Schachtner to change the Environmental Health job description. All ayes, motion carried.
5. Administrator's Report – Public Health and Home Care
 - a. BETS 6-Year PHEP Grant – funds are being carried over until December 31, 2023.
 - b. Caseload – we are currently at 40 patients.
 - c. Review of financial information and claims
 - d. Update of the combining of the two agencies
6. Old Business
 - a. CHA CHIP Update
 - i. Diane Anderson is working on our questionnaire and when that is done, Jill will send that out to everyone to look at.
 - b. Discuss staff work hours
 - i. Motioned by Polly Zaugg, seconded by Selena Meacham to approve the nurses to work 4 10-hour days a week. All ayes, motion carried.
 - c. Discuss hire of additional staff
 - i. Motion by Selena Meacham, seconded by Connie Schachtner to move all the aides up to 40 hours a week.
7. New Business

- a. Governing Board Approval Assignment form
- 8. Board Concerns/Comments
 - a. Kyle – would like to have someone from Public Health be at the Court House from 2-4 on Saturday July 15th for the Open House.
- 9. Public Comments
 - a. None
- 10. Next Meeting – Tuesday, September 19, 2023 at 2:00 pm
- 11. Adjourn
 - a. Motioned by Kylie Maurer, seconded by Selena Meacham to adjourn the meeting at 3:18 PM. All ayes motion carried.