

POCAHONTAS COUNTY BOARD OF HEALTH
REGULAR MEETING
Pocahontas County Conservation Building
October 6, 2021 3pm

Board Members present: Joe Kramer, Connie Harmon, Donna Stall, Kyle Smith, Dr. Shane Kirkegaard

Board Members absent: None

Staff Present: Anne Thompson, Administrator

Guests Present: Diane Anderson, IDPH

1. CALL MEETING TO ORDER

The meeting was called to order at 3:03pm by Joe Kramer, Chair.

2. APPROVAL OF AGENDA

Motion by Connie Harmon to approve the agenda with adding two additional policies for review on Infection Control and Home Care Bag, seconded by Shane Kirkegaard. Motion carried.

3. APPROVAL OF SEPTEMBER 8, 2021 MEETING MINUTES

Motion by Shane Kirkegaard to approve the minutes, seconded by Connie Harmon. Motion carried.

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

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

- Approval of Public Health/Health Equity Registered Nurse job description – Motion by Connie Harmon to approve as presented, seconded by Shane Kirkegaard. Motion carried.
- Review of updated policies – Thompson reviewed proposed changes to the following policies. Motion by Connie Harmon to approve the following policies, seconded by Donna Stall. Motion carried.
 - Emergency Preparedness for Home Care policy
 - Fiscal/Internal Control policy
 - Infection Control policy
 - Home Care Bag policy
- Discuss Administrator's performance review process - Thompson requested in writing for a closed session and allowing Diane Anderson, IDPH, to remain present. Motion by Connie Harmon to start a closed session at 3:51pm, seconded by Shane Kirkegaard. Roll call vote - Connie Harmon aye, Kyle Smith aye, Shane Kirkegaard aye, Donna Stall aye and Joe Kramer aye. Motion carried. Motion by Shane Kirkegaard to end the closed session at 5:11pm, seconded by Donna Stall. Roll call vote - Connie Harmon aye, Kyle Smith aye, Shane Kirkegaard aye, Donna Stall aye and Joe Kramer aye. Motion carried.
- Review of FY20 Annual report – Thompson reviewed the FY20 Annual report and gave four extra copies to Kyle Smith to give to the remaining Board of Supervisors.
- Review of FY22 September 2021 financials and claims – Thompson reviewed the FY22 current revenues and expenditures for September 2021. September 2021 claims paid were provided to the board for review.

5. OLD BUSINESS

None

6. NEW BUSINESS

None

7. NEXT MEETING – The next Board of Health meeting will be November 10, 2021 at 3pm at the Pocahontas County Conservation Building.

8. ADJOURN – Meeting adjourned at 5:26pm.