

POCAHONTAS COUNTY BOARD OF HEALTH
Pocahontas Court House – Assembly Room
Tuesday, November 12, 2024 – 8:00am

Board Members Present: Donna Stall, Kyle Smith, Kylie Maurer, Polly Zaugg, Melissa Frazier, Connie Schachtner, & Annette Devereaux

Staff Present: Jill Conlin, Administrator, Kayla Nedved, & Shelly Schossow,
Environmental Health

Guests present: Diane Anderson, Iowa HHS

1. Call Meeting to Order
 - a. The meeting was called to order by Donna Stall, Chair at 8:09 AM.
2. Approval of the Agenda
 - a. Motioned by Kylie Maurer, seconded by Polly Zaugg to approve the agenda. All ayes, motion carried.
3. Approval of minutes from September 10, 2024.
 - a. Motioned by Connie Schachtner, seconded Annette Devereaux by to approve the minutes from September 10, 2024. All ayes, motion carried.
4. Environmental Health Update/Report – Shelly Schossow
 - a. Well permit fee for well reconstruction
 - i. Shelly reported Eric Day with DNR rescinded this request.
 - b. Radon Kits
 - i. Change the cost to \$10/per Radon Test if picked up and \$15/per Radon Test if mailed.
 - ii. Motioned by Annette Devereaux, seconded by Kylie Maurer to change the cost of Radon Test Kits to \$10 if picked up and \$15 if the Radon Test is shipped. All ayes, motion carried.
5. Administrator's Report – Public Health & Home Care – Jill Conlin
 - a. Review of financial information & claims
 - b. We received a donation from the Knights of Columbus and members of the Resurrection of Our Lord Church for the second year. This money is to be used to help parents buy diapers, formula, and other baby essentials. We are very thankful for this donation.
 - c. Karen Vader retired as a Home Care Aide after 31 years employed with the agency. We wish Karen a great retirement.
6. Old Business
 - a. Accepting Cash for Payment
 - b. Fiscal/Internal Control Policy

- i. Motioned by Kylie Maurer to approve the Fiscal/Internal Control Policy, seconded by Polly Zaugg. All ayes, motion carried.

7. New Business

- a. Board members terms ending
 - i. Donna Stall & Connie Schachtner's terms are ending at the end of the year. Jill Conlin talked with both of them and they would both like to renew.
- b. Medicare State Survey Results & Plan of Corrections
 - i. Medicare State Surveyors were here September 23-25, 2024. Jill Conlin reviewed the Plan of Correction on the five deficiencies received.
- c. Health Promotion Program Policy
 - i. Motioned by Annette Devereaux, seconded by Kylie Maurer to approve the Health Promotion Program Policy. All ayes, motion carried.
- d. Safe Sharps Program
 - i. Tabled for next meeting.
- e. Set BOH meeting dates for 2025
 - i. January 14, 2025 @ 8:00am
 - ii. March 11, 2025 @ 8:00am
 - iii. May 13, 2025 @ 8:00am
 - iv. July 8, 2025 @ 8:00am
 - v. September 9, 2025 @ 8:00am
 - vi. November 12, 2025 @ 8:00am

8. Board Concerns/Comments

- a. None

9. Public Comments

- a. None

10. Next Meeting:

- a. January 14, 2025 at 8:00am at the Pocahontas Court House Assembly Room

11. Adjourn

- a. Motioned by Connie Schachtner, seconded by Melissa Frazier to adjourn the meeting. All ayes, motion carried. Meeting was adjourned at 8:53am.