

POCAHONTAS COUNTY BOARD OF HEALTH
Pocahontas County Conservation Building
December 13, 2022 2:00 PM

Board Members present: Kyle Smith, Connie Schachtner, Donna Stall

Board Members absent: None

Present Telephonically: Kylie Maurer, Diane Anderson, Selena Meacham, Annette Devereaux

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

Guests Present: Polly Zaugg

1. Call Meeting to Order

- a. The meeting was called to order at 2:03 PM by Donna Stall.

2. Approval of Agenda

- a. Motioned by Kylie seconded by Connie Schachtner to approve the agenda. All Ayes, motion carried.

3. Approval of minutes from October 4, 2022

- a. Motioned by Kyle Smith, seconded by Selena Meacham to approve the minutes from August 30, 2022. All ayes, motion carried.

4. Environmental Health Specialist Report – Nate Vento

- a. Tanning Bed Facilities Ordinance Update

- i. Nate has been in contact with Tammy in Clay County to coordinate for her to come down to train him. Tammy suggested Nate to send out a letter to all tanning facilities to inform them of this and what the prices will be.

- b. Radon Kits-Increase fee per kit

- i. Motioned by Connie Schachtner, seconded by Kylie Maurer to increase Radon Kits to \$9 if picked up and \$12 if shipped. All ayes, motion carried.

- c. Nate talked about doing a reinspection of a Tattoo Parlor in Humboldt County due to them changing the floor plan. The first inspection was done in October 2022 and Nate would like to know what should be charged for the reinspection.

- i. Motioned by Selena to charge \$250 to reinspect Tattoo Parlor in Humboldt due to changing the floor plan. Seconded by Connie Schachtner. All ayes, motion carried.

5. Administrator's Report – Public Health and Home Care

- a. Grant Updates

- i. MCAH Grant through Webster County – We do Care Coordination, Postpartum Home Visits, Health Education, Oral Health Services (WIC Dental), Psychosocial Assessments. Now that we are full staffed, we will start doing all these programs again. We plan to meet with Tricia from Webster County next Thursday to do some training.

- ii. Immunization Grant – Funds will be available to purchase new Helmer fridge and freezer. We will plan on having a backup at the court house to use when we have power outages.
- iii. PHEP Grant – Updating the immunization room with cabinets, counters, and exam table.
- b. Staffing Update
 - i. Betsy Dahl is now done helping with us at the agency.
 - 1. Kylie Maurer motioned to accept Betsy Dahl's resignation, seconded by Selena Meacham. All ayes, motion carried.
 - ii. Brooke Krips has returned back on a part time basis. Will return full time in January 2023.
 - iii. Alex Salsberry has requested to work Monday, Tuesday, Wednesday & Saturdays due to her schooling and clinicals.
 - iv. Overtime will end in January 2023 due to everyone being back and fully staffed.
- c. Agency Mission Statement – Pocahontas County Public Health will strive to apply public health knowledge to prevent, promote, and protect the health of the individuals and the entire community, serving all ages and income levels.
 - i. Motioned by Kylie Maurer to approve the new Agency Mission Statement, seconded by Selena Meacham. All ayes, motion carried.
- d. Agency Vision Statement – Promote and improve the health, quality of life and environment of Pocahontas County.
 - i. Motioned by Selena Meacham to approve the new Agency Vision Statement, seconded by Kylie Maurer. All ayes, motion carried.
- e. Agency Name Change – Pocahontas County Public Health
 - i. Motioned by Kylie Maurer to change the agency's name from Pocahontas County Health Department to Pocahontas County Public Health. Seconded by Selena Meacham. All ayes, motion carried.
- f. Review of financial information and claims

6. Old Business

- a. None

7. New Business

- a. Hire a Family Support Worker for Family Foundations Program
 - i. Motioned by Connie Schachtner to hire a Family Support Worker, seconded by Selena Meacham. All ayes, motion carried.
- b. Interim Administrator's Job Title Status
 - i. Motioned by Kylie Maurer, seconded by Kyle Smith to remove Interim from Jill Conlin's status. All ayes, motion carried.

8. Board Concerns/Comments

- a. None

9. Public Comments

a. None

10. Next Meeting – Tuesday, January 31, 2023 at 2:00 PM

11. Adjourn

a. Motioned by Connie Schachtner, seconded by Selena Meacham to adjourn meeting at 3:00 pm.