

Grant County Board of Health
(Joint meeting with Professional Advisory Committee)
June 28, 2016
5:30PM

Present: Grant Loy, Dwight Nelson; Dan Timmerman; Ron Coppernoll; Carol Beals;
Robert Keeney; Meena Maski, MD; Jeff Kindrai; Amy Miller

CALL TO ORDER: Meeting called to order at 5:30pm by Grant Loy, Chair.

OPEN MEETING LAW CERTIFICATION: Meeting in compliance with the Open Meeting Law. Meeting agenda was posted and online.

APPROVAL OF AGENDA: No changes made to agenda. Dwight Nelson made a motion to approve the agenda, second by Ron Coppernoll. Carried.

APPROVAL OF MINUTES: Ron Coppernoll made a motion to approve the minutes of the previous meeting (4/26/16) as presented, second by Dwight Nelson. Carried.

VOUCHERS: Vouchers for April and May were reviewed. Dwight Nelson made a motion to approve the April and May vouchers, second by Dan Timmerman. A payment to Grant Regional Health was explained. It was payment for therapy services. Carried.

MONTHLY FINANCIAL REPORTS: The April and May Monthly Financial Reports were reviewed. (Noted: to change an error in the year in one area). Dan Timmerman made a motion to approve the April and May Monthly Financial Reports, second by Dwight Nelson. Carried.

LOAN CLOSET FINANCIAL REPORTS: Carol Beals made a motion to approve the Loan Closet Financial Reports, second by Ron Coppernoll. Carried.

SEMINAR AND TRAINING UPDATES: Dwight Nelson made a motion to approve the April and May Seminar and Training Reports, second by Dan Timmerman. Carried.

Notation: Agenda was rearranged to accommodate Dr. Meena Maski's late arrival.

2017 PUBLIC PROPERTY REQUEST: The 2017 Public Property Request was presented totaling \$1,020 (\$180 for Hemoglobin A1C Meter; \$440 for Temporal Thermometers; and \$400 for infant scales). Ron Coppernoll made a motion to approve the 2017 Public Property Request, second by Dan Timmerman. Carried.

2017 IT REQUEST: The IT Request for 2017 totals \$6,900 (\$6,450 for laptop tablets; \$450 for replacement batteries for tablets). Dan Timmerman made a motion to approve the 2017 IT request, second by Carol Beals. Carried.

Notation: Returned to skipped items

HNS APPROVAL OF POLICIES AND PROCEDURES, ADMISSION AND DISCHARGE POLICIES, PROGRAM EVALUATION, RECORD REVIEW, UTILIZATION AND REVIEW AND QUALITY ASSURANCE, REVIEW OF CONTRACTS: Information was presented to the Board for review and approval. Carol Beals made a motion to approve the Home Nursing Service Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts, second by Dwight Nelson. Carried.

HOSPICE APPROVAL OF POLICIES AND PROCEDURES, ADMISSION AND DISCHARGE POLICIES, PROGRAM EVALUATION, RECORD REVIEW, UTILIZATION AND REVIEW AND QUALITY ASSURANCE, REVIEW OF CONTRACTS: Information was presented to the Board for review and approval. Dan Timmerman made a motion to approve the Hospice Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts, second by Ron Coppernoll. Carried.

PUBLIC HEALTH APPROVAL OF POLICIES AND PROCEDURES, STANDING ORDER, REVIEW OF CONTRACTS: Information was presented to the Board for review and approval. Dan Timmerman made a motion to approve the Public Health Policies and Procedures (with final edits), Standing Order, Review of Contracts, second by Dwight Nelson. Carried.

UPDATE ON GOALS: Items discussed were to learn more on palliative care, encourage staff to become Lean facilitator and attend Lean lunches, billing for hospice 2-1/2 to 3 months; and progress on some specific goals on the most recent community health improvement plan.

LEAN INITIATIVES: Staff is continuing with the PNCC (Prenatal Care Coordination) Lean project. Home Nursing is working on improving outcomes related to shortness of breath in patients. Hospice is working on improving educational and informational binders that we take to patients' homes.

STAFFING REQUESTS AND UPDATES: Director has had the ability to hire LTE staff as needed in past and would like to continue to do this. We are currently looking to hire an LTE nurse to help with turnaround time to improve billing especially hospice and assist with intake, admissions and Quality Assurance. Carol Beals made a motion to approve the Director to hire LTE staff on an as needed basis, second by Dan Timmerman. Carried.

Director's Report: Jeff Kindrai

- An update on the mosquito monitoring project in county was given (related to Zika Virus).
- Several Meth labs have been found in Grant County and surrounding counties in 2016
- An update on dental health services was given – 50.5% of Grant County residents get services with Medical Assistance.
- A Lyme Disease update was shared.
- Flu Mist is not available this year. We will use injectable influenza vaccine for school clinics and children.

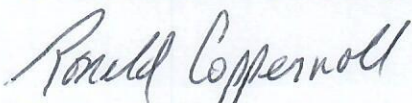
ASSISTANT DIRECTOR'S REPORT – Amy Miller

-We received 5 ADR's for Home Health Face to Face documentation. All Home Health agencies are being asked to send information for 5 charts chosen. Most agencies have had 2-5 rejections and have had money recouped. **Notation:** This topic was discussed in depth under the Staffing Requests and Updates as well.

COMMENTS FROM THE PUBLIC: No comments.

ADJOURN: Dan Timmerman made a motion to adjourn, second by Dwight Nelson. Carried. Next meeting scheduled for 8/23/16 at 5:30pm.

GRANT COUNTY BOARD OF HEALTH



Ronald Coppernoll, Secretary