

Grant County Board of Health Meeting

Tuesday, September 13, 2016

5:30PM

Present: Grant Loy; Dwight Nelson; Dan Timmerman; Carol Beals; Ron Coppernoll; Robert Keeney; Mary Kay Logemann; 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 was posted and online.

Approval of Agenda: Dan Timmerman made a motion to approve the agenda as posted, second by Dwight Nelson. Carried.

Approval of Minutes: Dan Timmerman made a motion to approve the minutes of the previous meeting (6/28/16), second by Dwight Nelson. Carried.

Vouchers : Vouchers for (June \$57,278.16), (July \$47,793.79), (August \$60,434.15) were reviewed. Several items were clarified including EMS bill, switching of afterhours phone line and Personal Care revenue. Motion by Dan Timmerman to approve the vouchers presented second by Ron Coppernoll. Carried.

Monthly Financial Reports: The monthly financial reports for June, July and August were reviewed. The public health revenue was discussed. The likely need to use some carryover in Home Health and Hospice in 2016 was discussed. A motion was made to approve Monthly Financial Reports by Carol Beals second by Dwight Nelson. Carried.

Loan Closet Financial Reports: Dan Timmerman made a motion to approve the Loan Closet Financial Reports, second by Mary Kay Logemann. Carried.

Seminar and Training Updates: Dwight Nelson made a motion to approve the Seminar and Training updates, second by Ron Coppernoll. Carried.

Possible Action on Home Nursing and Hospice Policies: Discussion on Hospice and Home Nursing policies included potential caps (upper and lower) on reserve accounts and indirect costs. A written policy should be considered if caps are recommended. The Executive Committee and County Board will be reviewing revisions to the County carry over policy at upcoming meetings. Tabled until next month.

2017 Budget: IT request removed, part of the public property request was covered by another funding source. These changes lowered the overall levy request to less than 2016 levels. Some discussion regarding carryover for SAFE Coalition Funding occurred as well. Dwight Nelson made a motion to approve the 2017 budget, second by Dan Timmerman. Carried. (Ron Coppernoll abstained from vote)

Grant Applications: A request to re-apply for the DOT Child Passenger Safety Seat Grant for \$2,500 was made. \$625 of matching is required. This year over \$900 in in-kind time contributions have been accumulated so far, so match is not difficult to meet. Ron Coppernoll made a motion to approve child passenger safety seat grant, second by Mary Kay Logemann. Carried.

Lean Initiatives: The PNCC project is on hold, a State meeting later in the month may provide guidance. Hospice improved patient/family satisfaction numbers regarding the understanding of side effects of pain medications 72.2% to 75% and getting hospice patient care training 60.4% to 65% in just a few months.

Update on Goals: Unified has new grant – HIV and Hepatitis C testing will be offered by the Health Department to support the grant. SWCAP – received a 1.5 million dollar 8 year mental health assessment grant. The health department will collaborate with them.

Staffing Requests and Updates: A Public Health staff nurse left and came back as LTE PH nurse until her position is filled (or she is unneeded). A 0.8 FTE Hospice staff nurse is retiring in November but will be on payroll likely into January 2017. The Department will likely need to dip into carryover to staff overlapping positions. The Department would like to refill the first Public Health Nursing position (full time). Anticipating a possible staffing shift, the Department would like to refill the Hospice position as full time position and refill the Public Health position as a 0.8 FTE with the possibility of a future request to increase the position to fulltime. Joyce approved the idea because staffing will be neutral. Due to staffing needs and challenges, the Department would like to advertise now and overlap positions.

Consensus to hire the vacant Public Health Nurse position and to post the pending vacant hospice position internally as a fulltime position, and if an internal transfer occurs advertise the second Public Health nurse position as 0.8 FTE to fulltime and consensus for overlapping the positions to maintain necessary nursing capacity as needed. Carol Beals made a motion to approve the hiring plan, second by Ron Coppernoll. Carried.

Director's Report – Jeffery A. Kindrai, MSPH, RS

- Mosquito monitoring ended in August. The Department released information where mosquito monitoring occurred.
- Social Services is sharing the Department's meeting room due to connectivity issues/ computer issues.

Assistant Director's Report – Amy Miller, RN, BSN


- Our Hospice Medicare resurvey is underway.
- We will have a significant electronic medical record software upgrade.
- The IT Department assisted with setting up computer access on short notice

Public Comments: No public comments.

Adjournment: Dwight Nelson made a motion to adjourn, second by Mary Kay Logemann. Carried. Adjourned at 7:02pm

Respectfully submitted,

GRANT COUNTY BOARD OF HEALTH


Ron Coppernoll, Secretary