

**Grant County Board of Health**  
**(Joint meeting with the Professional Advisory Committee)**  
June 27, 2017  
5:30pm

PRESENT: Grant Loy; Dwight Nelson; Daniel Timmerman; Ronald Coppernoll;  
Carol Beals; Meena Maski, MD; Jeffery Kindrai; Amy Miller

**Call to Order:** Meeting called to order by Grant Loy, Chair at 5:30pm.

**Open Meeting Law Certification:** Meeting in compliance with the open meeting law. Meeting posted online, sent to media and posted in county buildings.

**Approval of Agenda:** Dwight Nelson made a motion to approve the agenda, second by Daniel Timmerman. Carried. (Meeting order could be adjusted for Dr. Meena Maski if needed.)

**Approval of Minutes :** Daniel Timmerman made a motion to approve minutes as presented, second by Ronald Coppernoll. Carried.

**Vouchers:** Daniel Timmerman made a motion to approve the April vouchers totaling \$60,400.24 and the May vouchers totaling \$44,193.24 , second by Dwight Nelson. Carried.

**Monthly Financial Reports:** The Monthly Financial Reports for April and May were reviewed. Daniel Timmerman made a motion to approve, second by Dwight Nelson. Carried.

**Loan Closet Financial Reports:** The Loan Closet Financial Reports for April and May were reviewed. Daniel Timmerman made a motion to approve, second by Ronald Coppernoll. Carried.

**Seminar and Training Updates:** Report reviewed. Ronald Coppernoll made a motion to approve the April and May Seminar and Training Updates, second by Dwight Nelson. Carried.

**HNS Approval of Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts:** Dwight Nelson made the motion to approve the HNS Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts, second by Daniel Timmerman. Carried.

**Hospice Approval of Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts:** Dwight Nelson made 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 Daniel Timmerman. Carried.

**Public Health Approval of Policies and Procedures, Standing Order, Review of Contracts:** Dwight Nelson made motion to approve the Public Health Policies and Procedures, Standing Order, Review of Contracts, second by Daniel Timmerman. Carried.

**Infection Control:** Home Nursing and Hospice data handed out and discussed. Beat the Heat information is being added to packets. The WEDDS communicable disease report was reviewed. No additional changes to the Infection Control Program were recommended at this time.

**Hazard Vulnerability Analysis (HVA)/Emergency Operations Plans (EOPs):** The Hospice and Home Nursing Services HVA, EOPs and exercises were discussed. Functional exercises will be completed prior to November 15, 2017. No additional changes to the HVA or EOPs were recommended at this time.

**Update on Goals:**

- The needs assessment is due summer of 2019.
- LEAN – The department has at least three projects going.
- Emergency response planning is complete and is updated as needed.
- Reducing comp time and flex time will be a LEAN project– However, the department is working on this outside of the project as well.
- Lean projects with other departments are continuing (Jail, Emergency Management)
- The Director is completing the facilitator training
- The Director is attend meetings as required
- Voluntary employee wellness screenings were completed. 62 employees participated.

**Lean Initiatives Updates:**

Public Health – Improving documentation and reducing the chance for immunization errors.  
Hospice – is finishing a project and will pick a new one project soon  
Home Care – working off HH compare –The current project is improving getting in and out of bed.

**Staffing Requests and Updates:** The Health Department is currently fully staffed.

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

- Hospice – A new pharmacy rate was negotiated (It is now 10% higher (45% discount off of AWP))
- We are currently exploring outsourcing coding, OASIS review, and we are looking at alternate EMRs.
- Wage Study – A draft ranking was done but hourly rates were not associated with this – Several changes were requested.


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

- New COP's coming 7/13/17 although not finalized and may delay until 1/1/2018.

**Comments from the Public:** No comments from the Public.

**Adjourn:** Dwight Nelson made a motion to adjourn at 6:56pm second by Daniel Timmerman. Carried.

GRANT COUNTY BOARD OF HEALTH



Ronald Coppennoll, Secretary