

# Board of Health Meeting

Tuesday, October 24, 2017

Present: Grant Loy; Dwight Nelson; Ronald Coppernoll; Daniel Timmerman; Carol Beals; Mary K Logemann; Matt Andrews; Robert Keeney; Jeff Kindrai; Amy Miller

**Call to Order:** Meeting called to order by Grant Loy, Chair.

**Open Meeting Law Certification:** The meeting is in compliance with the open meeting law. The meeting agenda was posted online, sent to media, and posted in county buildings. The Director noted that a corrected agenda was sent indicating October 24<sup>th</sup> was a Tuesday not a Thursday.

**Approval of Agenda:** Dwight Nelson made a motion to approve the (corrected) agenda as presented, seconded by Matt Andrews. Carried.

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

**Vouchers:** Dwight Nelson made a motion to approve the vouchers totaling \$109,610.60, seconded by Daniel Timmerman. Carried.

**Monthly Financial Report :** Carol Beals made a motion to approve the September Monthly Financial Report as printed, seconded by Matt Andrews. Carried.

**Loan Closet Financial Report:** Mary K Logemann made a motion to approve the Loan Closet Financial Report, second by Carol Beals. Carried.

**Seminar and Training Update:** Report reviewed. Daniel Timmerman made a motion to approve the seminar and training update for September, second by Ronald Coppernoll. Carried.

**Medical Director:** Dr. Neil T. Martin has agreed to be the Medical Adviser/Director for the Grant County Health Department. Ronald Coppernoll made motion to approve Dr. Neil T. Martin as Medical Advisor/Director and to send his nomination to the full County Board for consideration. Second by Mary K Logemann. Carried.

**Lean Initiatives and Quality/ Performance Improvement Reports for Public Health, Home Nursing and Hospice:** The entire department is working on a comp/flex time LEAN project.

Public Health - \$500 was identified for a future 2018 quality improvement project somewhere in the Public Health program area.

Hospice – The new LEAN project relates to pain assessments being completed within 24 hours after pain identified.

Home Nursing-The current project relates to improving patients getting around and in and out of bed.

**Grant Applications:** An Alliance for Wisconsin Youth – State Response to Opioid Use grant is available. The grant is due on November 15<sup>th</sup>. Dwight Nelson made a motion to apply for the grant, second by Mary K Logemann. Carried.

**Policy Revisions and Updates:** Two policies relating to Emergency Operations were discussed. These policies were developed in response to areas that needed improvement after exercises related to Home Nursing and Hospice occurred (Emergency Management was not contacted). Guidelines were developed as to when to make certain contacts. Ronald Coppernoll made a motion to approve the new policies, second by Matt Andrews. Carried.

**Update on Goals:** Most of the current year's goals have been met. The Department is still working on comp/flex time and data collection for next needs assessment and community health improvement plan.

**Staffing Requests and Updates:** A Public Health Nurse resigned effective in November. She worked 32-40 hours/week. Carol Beals made a motion to approve rehiring the staff nurse position, second by Mary K Logemann. Carried.

**Director's Report:** Jeffery A. Kindrai, MSPH, RS

- The 140 Rule is open for public comment. Grant County has a level 2 health department currently. We may be able to consider being a level 3 department in the future. The new rules also mention quality improvement initiatives. If passed as written, we would be required to review of core competencies and would have to develop a workforce development plan.
- The Lafayette County Health Director resigned. Jeff will act as interim Health Officer until the position is refilled. An agreement is in place and compensation is included.
- The 2018 budget has a slight revision due to final State contract amount changes and Health Committee per diem changes.
- Wage study. The nurses were changed before the final draft was voted on. Two staff members are filing appeals.

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

- A discussion on coding occurred
- New COP's were discussed

**Public Comments:** No public comments.

**Adjournment:** Dwight Nelson made a motion to adjourn at 6:25pm, second by Daniel Timmerman. Carried.

Next meeting scheduled for December 5<sup>th</sup> at 5:30pm.

**GRANT COUNTY BOARD OF HEALTH**



Ronald Coppernoll, Secretary