

**Board of Health and Professional Advisory Committee Meeting**  
**Tuesday, June 26, 2018**  
5:30PM

PRESENT: Carol Beals; Gregory Fry; Steve "Porter" Wagner; Neil T. Martin;  
Jeffery A. Kindrai; Amy A. Miller.

Excused: Dwight Nelson; Mary Kay Logemann

**Call to Order:** Meeting called to order by Carol Beals, Chair.

**Open Meeting Law Certification:** The meeting agenda was posted in the County buildings, on the website and sent to the media.

**Approval of Agenda:** Gregory Fry made motion to approve the agenda, second by Steve "Porter" Wagner. Carried.

**Approval of Minutes (4/24/18):** Gregory Fry made motion to approve the minutes of the previous meeting (04/24/18), second by Steve "Porter" Wagner. Carried.

**Vouchers (April/May):** The vouchers for April and May were presented. Steve "Porter" Wagner made motion to approve the vouchers, second by Neil T Martin. Carried.

**Monthly Financial Reports (April/May):** The April and May Monthly Financial Reports were reviewed. Neil T Martin made motion to approve the Monthly Financial Reports for April and May, second by Gregory Fry. Carried.

**Loan Closet Financial Reports (April/May):** The April and May Loan Closet Financial Reports were presented. Steve "Porter" Wagner made motion to approve the April and May Loan Closet Financial Reports, second by Gregory Fry. Carried.

**Seminar and Training Updates (April/May):** The Seminar and Training Updates were reviewed.

**HNS Approval of Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts:** Steve "Porter" Wagner made 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 Gregory Fry. Carried.

**Hospice Approval of Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts:** Gregory Fry 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 Neil T. Martin. Carried.

**Public Health Approval of Policies and Procedures, Standing Order, Review of Contracts:** Steve “Porter” Wagner made motion to approve the Public Health Policies and Procedures, Standing Order, Review of Contracts, second by Gregory Fry. Carried.

**Possible Amendment to Chapter 231 of Grant County’s Ordinance to include Electronic delivery devices:** Discussion followed. There was favorable recommendation to move forward to the Corporation Counsel and then to the County Board.

**Lean Initiatives and Quality/ Performance Improvement Reports for Public Health, Home Nursing and Hospice:** Public Health is working on an orientation project; Home Nursing is working on improving bed transfers; Hospice is working on covered medications, pain assessment and all programs timeliness of orders.

**Update on Goals:** Restructure and new position; looking at EMR in July.

**Staffing Requests and Updates:**

- **Refilling Vacant Public Health RN Position:** Gregory Fry made motion to refill the Public Health Nurse position with Maggie Droessler, second by Neil T. Martin. Carried.

- **Refilling Soon to be Vacant WIC Director Position:** Gregory Fry made motion to refill the WIC Director/Dietitian with Laura Wolles, second by Neil T. Martin. Carried.

- **Updates on Nursing Compliance & Quality Coordinator (and refilling of Home Health Nurse vacancy from internal shift):** Danielle Reynolds

**Director’s Report: Jeffery A. Kindrai, MSPH, RS:** Cyclospora, dog bites, dilapidated buildings.

**Assistant Director’s Report: Amy A. Miller, RN, BSN:** Payment reform changes being talked about and will need to see what changes come.

**Public Comments:** No public comments.

**Adjournment:** Steve “Porter” Wagner made motion to adjourn.

Next meeting will be August 28, 2018 at 5:30pm.