

# Grant County Board of Health

(Joint Meeting with the Professional Advisory Committee)

**June 25, 2019**

5:30pm

PRESENT: Carol Beals; Dwight Nelson; Porter Wagner; Dr. Neil Martin; Robert Keeney;  
Jeff Kindrai; Amy Miller; Holly Muench  
Excused: Mary Kay Logemann; Greg Fry

**Call to Order:** Carol Beals, Chair called the meeting to order at 5:34pm.

**Open Meeting Law Certification:** Agenda posted online, sent to the news media and posted in county buildings.

**Approval of Agenda:** Dwight Nelson made motion to approve the agenda as posted, second by Porter Wagner. Carried

**Approval of Minutes (04/23/19 & 05/21/19):** Porter Wager made motion to approve the minutes from the 4/23/19 and 5/21/19 meetings as presented, second by Dwight Nelson. Carried.

**Vouchers (April/May):** Porter Wagner made motion to approve the vouchers for April and May, second by Dwight Nelson. Carried.

**Monthly Financial Reports (April/May):** The monthly financial reports for April and May were reviewed. Dwight Nelson made motion to approve the April and May Monthly Financial Reports, second by Dr. Martin. Carried.

**Loan Closet Financial Reports (April/May):** The Loan Closet account at the local bank is going to be closed and funds transferred to the county account. We will be closing out the CD when it comes up for renewal.

**Seminar and Training Updates (April/May):** Porter Wager made motion to approve the April and May Seminar and Training Update, second by Dr. Martin. Carried.

**HNS Approval of Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Infection Control Program, Review of Emergency Preparedness Plans and Exercises, Review of Contracts:** Dr. Martin 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 Infection Control Program, Review of Emergency Preparedness Plans and Exercises, Review of Contracts, second by Porter Wagner. Carried.

**Hospice Approval of Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Infection Control Program, Review of Emergency Preparedness Plans and Exercises, Review of Contracts:** Dr. Martin 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 Infection Control Program, Review of Emergency Preparedness Plans and Exercises, Review of Contracts, second by Porter Wagner. Carried.

**Public Health Approval of Policies and Procedures, Standing Order, Review of Contracts:** Dr. Martin made motion to approve the Public Health Policies and Procedures, Standing Order, Review of Contracts, second by Porter Wagner. Carried.

**Lean Initiatives and Quality/ Performance Improvement Reports for Public Health, Home Nursing and Hospice:**

Public Health working on ACE;

Home Nursing finished attaching admission with all admissions at 100%. Reducing ER visit rates.

Hospice accuracy of all HIS measures.

**Change Rate for LTE Speech Therapist and establish rates for LTE Speech Therapist Assistant, LTE Physical Therapist, LTE Physical Therapist Assistant, LTE Occupational Therapist, and LTE Occupational Therapist Assistant:** Discussion followed regarding the therapies. Porter Wagner made motion to increase the rate of pay to \$50.00 for therapists and \$35.00 for assistant therapists, second by Dwight Nelson. Carried.

**Oncall Pay:** Discussion regarding the oncall pay. The rate has not been increased for quite some time. Porter Wagner made motion to move the Executive Committee to increase Oncall pay to \$350/week starting 1/1/2020, second by Dr. Martin. Carried.

**Needs Assessment:** Completion of the needs assessment on track should be ready for distribution at next meeting.

**Update on Goals:** Number 1 met, staff morale. Increase oncall pay, Staff succession plan.

**Staffing Requests and Updates:** No staffing changes or updates.

**Director's Report: (Jeff Kindrai, Director):** 2020 budget potential to change EMR, mental health summit, needle exchange program.

**Assistant Director's Report: (Amy Miller, Assistant Director)** PDG on track for 1/1/20. Public Health nurses have met with MD's/Clinics to discuss communicable disease follow-up.

**Public Comments:** No public comments.

**Adjournment:** Dwight Nelson made motion to adjourn at 7:56pm, second by Porter Wagner. Carried.

Next meeting will be August 27<sup>th</sup> at 5:30pm.