

Mitchell County Board of Health Meeting

10/18/24

1:00 – 2:15

MCHHCPH Conference Room

Call to Order: The Mitchell County Board of Health meet on Friday, October 18, 2024, in the Mitchell County Home Health and Public Health conference room. Jolene Norby called the meeting to order at 12:00pm. Others present at the meeting were Brenda Miller, Mike Mayer, Laura Huisman, Jessa Ketelsen, Terri Tesch, Sasha Giles, Amanda Baer, Janet Borcharding and Christine Hackenmiller. Absent Sandy Offen and Dr. Kelly Ross

Agenda: Jolene asked for a motion to approve the agenda or if there are any changes. Brenda made a motion to approve the agenda as written, the motion was seconded by Mike and passed unanimously.

Review and Approval of past minutes: Brenda made the motion to approve the August 16, 2024, minutes as printed, motion seconded by Janet and passed unanimously. Mike made the motion to approve the September 16, 2024, minutes as printed, motion seconded by Brenda and passed unanimously.

Environmental Health: Amanda deferred to and expanded on a few points in her report. She stated that the budget still is not showing the amendment. Discussion and Possible Action on Septic System Policy & Procedure. Amanda proposed a 3-strike system for contractors that do not follow the rules of the Septic Policy and Procedure. If implemented Amanda would have all contractors sign a form stating they are aware of the policy. Concerns were voiced by several Board members with this possible policy change; the rule seemed to be too long of a time frame, wanted her look more at possibly placing a fine on the contractor verses pulling contractor license. The Board wants Amanda to discuss more with Aaron Murphy the possibility of issuing fines. Will address again at the later meeting. Approval and Signature of Private Well Program Policy & Procedures; name was changed to Private Well Program Grant. Brenda made a motion to approve the motion was seconded by Jolene. Jolene will sign the new policy. Discussion and Possible action for maternity leave. Prior to today's meeting Jolene visited with Jim Wherry to discuss possible action; all Environmental Health calls will be addressed by Jessa and Planning & Zoning calls will be fielded by Sidney Hartogh. Jolene asked Amanda if she would be willing to come and do site visit if one where to come up which during that time frame would be very rare. Amanda has agreed to do a site visit if needed. Discussion & Possible action on Valent Signatory during maternity leave. A board member will sign on Amanda's behalf. The board wants Amanda to reach out to Aaron Murphy for assistance in obtaining the contract as it is unclear as to what is being signed.

Home Health/Public Health Business Operations: Expense/Revenue Reports: Laura deferred to and expanded on a few points in her report. The Comp board meets on December 12 at that time cost of living raise will be determined. Allowing Laura to have the budget ready for approval at the next Board of Health meeting. Budget meeting will be held January 7. Staffing Updates: Laura deferred to her report. Grant Updates: Laura deferred to and expanded on a few points in her report. Laura stated there are still funds left from the AARPA funding, \$24K. She proposed to the Board fixing the ventilation in the building by replacing current windows with windows that could be opened. She has checked with Heartland Insurance and Aaron Murphy there are no requirements for windows. Laura is wanting Boards approval before getting quotes; Board approves. Laura will move forward by obtaining a couple quotes and will complete the application for submission.

Public Health Updates. Jessa deferred and expanded on a few points in her report. She stated Drive-Thru flu clinics are now complete and will be starting the Walk-In clinics; she feels the counts are lower than last year. Update on Mental Health Providers; the subscriber is increasing her service hours, and the therapist is willing to increase to 2 days. Jessa expanded on the new grant available Dairy Farmworker Influenza Grant. \$30K is available and can be used towards education, vaccine clinics, mailings etc. We have partnered with Floyd and Chickasaw Counties to send letters out to the dairy farmers.

QAPI Update: Jessa deferred to her report.

Home Health Update: Sasha deferred and expanded on a few points in her report. She discussed chart audits and having issues with therapy goals transferring onto Plan of Care. Currently we have to manually enter all of therapy visits/information to our Plan of Care. Meeting with Fox Therapy to see if they could possibly chart in our system. Possibly supplying I-Pads for therapy to chart. This meeting will be next week

Next Meeting: Next meeting will be held October 11, 2024, at 12:00pm.

Meeting adjourned at 2:15 pm