

CEDAR COUNTY BOARD OF HEALTH  
March 18, 2022

7:30 am  
Courthouse Basement

Present:

Alan Beyer, DMV  
Brad Gaul  
Pat Lilienthal, CRNA  
Leslie Paulsen, DO  
Jeanne Hein, RN  
Becky Nowachek, IDPH

Staff:

Jane Caes, RN  
Ashley Hansen

Dr. Beyer called the meeting to order at 7:30am.

Pat Lilienthal moved to approve the agenda. Brad Gaul seconded the motion. All: Ayes

Jeanne Hein moved to approve the minutes from both BOH meeting on 01-07-2022. Leslie Paulsen seconded the motion. All: Ayes

Public Comment: None

Interim Director and Home Health were done by Jane Caes. Jane stated to the board that Joselyn Snook would be starting on Monday 3/21/2022 as the new Home Health Clinical Manager at the rate of \$33.30 per hour. Jane reports the 22/23 budget was presented to the Board of Supervisors without any issue. Jane also reported that we received the approval for the IT budget that we submitted to IDPH for the PHEP grant to cover costs. Jane had The Project reach out to her regarding HIV, Hepatitis C, Syphilis, Gonorrhea, and Chlamydia testing in Cedar County. Currently, Cedar County does not offer this service and refers all the potential clients to Muscatine County for the testing. It was discussed at length the need for this service within Cedar County and the consensus of the Board of Health was to let The Project come to Cedar County to do this important testing. Jane was asked to get statistics together to be able to pitch the need for this service. For the home health report Jane reports that the admissions have been steady, and the RNs are very busy.

Public Health Report – Chelsi Ingles was absent this meeting but submitted a report to the Board ahead of time. The report included what she has been working on such as, the health fair, working with the grant officers on various programs, meeting with the resource navigators, and building the relationship between the Public Health department and the EMA department. The report also included the amount of vaccine we have given in the last few months.

Fiscal Report – Ashley Hansen reports that the Revenue is at 95.24% and Expenses are at 66.97%. Beyer requested Hansen to submit more detailed line by line reports for the next meeting. Hansen acknowledged.

Environmental Report – Phil LaRue reports water testing and time of transfers are in full swing right now with the warmer temperatures.

The PH Emergency Declaration Policy for Overtime Pay that we have tabled for the last few meetings was discussed at length. Interim Director Caes would like to see this tucked away until we would need to use it again. Pat Lilienthal mentioned maybe we can make a policy that could be courthouse wide with a points system that needs to be checked before overtime can be approved. No motion made.

Jane reports that each year the Board of Health adopts the Cedar County handbook as our department handbook rather than us having to create our own. Brad Gaul moved to approve Cedar County handbook as Public Health's handbook. Leslie Paulsen seconded the motion. Ayes: All

Caes and Hansen worked on the Heritage Area Agency on Aging RFP. This funding source is for the respite care that we provide to clients. Jeanne Hein moved to approve the request for funding from Heritage. Leslie Paulsen seconded the motion. Ayes: All

Hansen presented the updated sliding scale fees for Skilled Nursing, Homemaking, and Home Health Aide services. The need for the updated scale was due to poverty guideline changes that went into effect January 14, 2022. Brad Gaul moved to approve the updated sliding scales. Pat Lilienthal seconded the motion. Ayes: All

Caes presented the after-action report and went through a few highlighted areas that were identified the need for improvement. Ingles and Caes have reviewed this and find no needs that need addressed right now that are not feasible. Leslie Paulsen made a motion to accept the after-action plan as is. Pat Lilienthal seconded the motion. Ayes: All

Caes brought to the board the Home Health Clinical Manager and the Public Health Department Director position descriptions with a few changes. The changes consisted of the level of education needed for each position. The Home Health Clinical Manager previously required a bachelor's degree in nursing and 1 year of supervisory experience. A bachelor's degree is no longer required. The Public Health Department Director previously required 5 years of staff supervision it now requires 2 years. Leslie Paulsen made a motion to accept the changes in the position description. Pat Lilienthal seconded the motion. Ayes: All

Caes and Hansen presented to the board a spreadsheet of what our current reimbursement is from various insurance companies versus our private pay rates versus our actual cost. The reason for this is our actual cost per our cost report from CMS is way above what our private pay rates are. The board decided to table this until we can get some figures of what other counties charge for private pay clients. Secondly, they presented the private pay immunization rates. Right now, some of the vaccinations that we are giving and that clients pay privately for, the private pay rate is less than the vaccine cost itself. Caes would like to see an administration cost of \$30 added to the price of the vaccine. Leslie Paulsen made a motion to charge the vaccination cost plus a \$30 administration cost. Jeanne Hein seconded the motion. Ayes: All

The LPHS grant application will be released on March 21. Caes asked for approval to apply for this funding. Leslie Paulsen made a motion for Caes to apply for this funding and keep the Board of Health in the loop on what was requested. Jeanne Hein seconded the motion. Ayes: All

Caes mentioned she has been attending EMS collaboration meetings. The meetings come alight from EMS becoming an essential service in Iowa.

Policies reviewed were the Mandatory COVID-19 Vaccination policy that was prepared due to the new CMS requirement that home health has a policy in place. If DIA were to walk in and we did not have a policy in place our reimbursement would be placed on hold until the policy was brought into effect and abided by. Leslie Paulsen made a motion to approve this policy. Pat Lilienthal seconded the motion. Ayes: All Another policy reviewed was the prior "ETS" plan. This policy was brought to the board today due to OSHA not having a requirement for the COVID-19 vaccination like previously thought. Caes erased all the OSHA requirement sections of the policy. Brad Gaul made a motion to approve the changes to the policy. Leslie Paulsen seconded the motion. Ayes: All

Caes presented to the Board the list of policies that need to be approved every other month. Caes asked the Board if they wanted to see these policies each time or if they wanted to see them only if changes were made. Leslie Paulsen made a motion to only see the policies if changes were made but to still see the list of policies that were reviewed by staff each meeting. Pat Lilienthal seconded the motion. Ayes: All

Brad Gaul made a motion to hire Stafanie Wagaman as the Public Health Director at payscale 19 step 6 years, Caes to contact to offer position. Jeanne Hein seconded the motion. Ayes: All

Brad Gaul moved to adjourn the meeting at 9:58am. Leslie Paulsen seconded the motion. Ayes: All

Respectively submitted,

Ashley Hansen  
Business Manager