

CEDAR COUNTY BOARD OF HEALTH
September 16, 2022

7:30AM
Courthouse Basement

Present:

Alan Beyer, DMV, Chair
Brad Gaul, Vice Chair
Pat Lilienthal, CRNA
Leslie Paulsen, DO
Jeanne Hein, RN

Staff:

Stefanie Wagaman, Director
Joselyn Snook, RN
Ashley Hansen
Colleen Boyer-Kauffman

Dr. Beyer called the meeting to order at 7:32AM.

Pat Lilienthal moved to approve the agenda. Jeanne Hein seconded the motion. All: Ayes

Brad Gaul moved to approve the minutes from Board of Health meeting on 7-15-22 and the Special Board of Health meeting on 8-12-22. Jeanne Hein seconded the motion. All: Ayes

Stefanie Wagaman gave the Directors Report. We have received 5 applicants for the Public Health Manager position. Vickie Byrd is retiring on November 18th. We had a successful health fair on August 5th. We are still waiting to hear from Rock Valley to see if they can partner with us for Occupational Therapy Services. Stef attended the LPHS Collaborative meeting in Cedar Rapids on 9/13/22. We are working closely with the EMA office regarding our next Emergency Preparedness exercise.

Stefanie Wagaman gave the Public Health Report. Our CHNA-HIP survey is still active, but currently we have 81 responses and 28 online surveys have been filled out. Currently we have Novavax COVID-19 vaccine as well as Moderna and Pfizer Bivalent vaccines in stock. We also have 150 doses of the high dose flu vaccine, 270 Quad and 30 VFC vaccines available.

Joselyn Snook gave the Home Health Report. Joselyn trained CPR for 7 staff members that needed it. Our current case load is as follows: Skilled Nursing/PT/HHA is at 52 clients, Homemaking is at 62 clients and Respite clients is 6. Joselyn attended the BOS meeting last week and was told that we have some HIPAA forms that need to be changed. Stef is working with Julie in Case Management to make sure we have the correct forms that we are using.

Ashley Hansen gave the Fiscal Report. We have used 15.78% of our budget so far in the fiscal year.

Mary Dorris went over our five COVID-19 policies to combine into one policy, called "Infection/Communicable Prevention and Control Policy". Brad Gaul moved to approve the policy. Leslie Paulsen seconded the motion. All: Ayes

Leslie Paulsen moved to approve the Exempt Employees and Flexing Time policy with revisions. Pat Lilienthal seconded the motion. All: Ayes

The Board asked to table the Business and Quality Manager Job Description due to information this is needed.

Stefanie Wagaman presented the Annual Report for Fiscal Year 2022. Jeanne Hein moved to approve the Annual Report. Leslie Paulsen seconded the motion. All: Ayes

Pat Lilienthal moved to approve signature approval for Joselyn while Stef is out on maternity leave. Brad Gaul seconded the motion. All: Ayes

Jeanne Hein approved unpaid leave for her maternity leave. Leslie Paulsen seconded the motion. All: Ayes

Janelle Axline came into the meeting at 8:30AM, Phil LaRue is on vacation. Dr. Beyer received an email from Becky Nowachek from IDPH that our county has received a Grant to Counties grant for \$55,505.00. The staff that is using this grant is required to have 12 hours of Continuing Education every year to maintain eligibility. They have not received any continuing ed so we are currently on probation until they receive those documents. Janelle said they were aware of the issue and the courses have been done and he didn't upload them so he didn't received credit for the ones that he has done. She believes the problem has been fixed going forward.

Brad Gaul moved to approve Stef being able to work from home during her maternity leave. Leslie Paulsen seconded the motion. All: Ayes

Jeanne Hein moved to eliminate the Disease Investigator On-Call policy for Public Health. Leslie Paulsen seconded the motion. All: Ayes

Jeanne Hein moved to change the Office Manager's office hours from 40 hours per week to 32 hours per week. Leslie Paulsen seconded the motion. All: Ayes

Discussion was held on having an Office visit charge for someone to come in and get allergy shots a couple times of a week. The Board decided to not have anyone come in for allergy shots due to someone reacting. We will table this discussion for now or until another need may arise.

Leslie Paulsen will be attending PIO (Public Information Officer) Training at the EMA building. Ashley and Stef has already gone through the class.

Leslie Paulsen moved to approve United Health Care contract for billing for immunizations. Pat Lilienthal seconded the motion. All: Ayes

Brad Gaul moved to adjourn the meeting at 9:10am. Pat Lilienthal seconded the motion. All: Ayes

Respectfully Submitted,

Colleen Boyer-Kauffman
Office Manager

