

CEDAR COUNTY BOARD OF HEALTH
November 17, 2023

7:30AM
Courthouse Basement

Present:

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

Staff:

Stefanie Wagaman, Director
Joanna Foor, RN, BSN
Joselyn Snook, RN
Ashley Hansen
Janelle Axline

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

Brad Gaul motioned to approve the agenda; Jeanne Hein seconded.

Jeanne Hein motioned to approve the minutes from the September 15, 2023, meeting, Brad Gaul seconded.

Stefanie Wagaman gave her director updates, she has been busy with the EMS study, which passed at the recent election. She gave updates of DIAL was here for their recent survey, foot clinics have started back up and are a huge success with great feedback, she has no update on the regionalization but will share as soon as she has the updates.

Joey Foor gave updates on public health activities. She took ISTEP kids to Des Moines for the ISTEP summit with our North Cedar resource navigator. She gave an update on how many vaccines we have given in the last 2 months and that we had our VFC follow-up phone call, and they had no concerns for our agency at this time. She reported Johnson County reached out to see if we could partner with them to provide Tobacco Prevention education to the Boy Scout Leaders from various counties.

Joselyn Snook gave her home health update. She gave an update on admissions and discharges within the last 2 months. She also reported that the PRN aide position is still listed and gave updates on staff productivity.

Ashley Hansen gave the financial update. We have used 29.54 percent of our budgeted expenses, and we have received 37.93 percent of the budgeted amount for revenue for this fiscal year.

Janelle Axline gave the environmentalist update; she updated that there is a change that the grants to counties program is requiring them to give a brief report to the board of health twice a year. It is mainly to keep the Board update to date on where the department is at financially. She also reported that this fiscal year they have had 2 wells plugs, 20 wells tested, 1 well renovated, issued 7 well permits, issued 29 septic permits, and 13 animal bite reports.

The board reviewed the following policies: Mission and Vision Statement, Immunization Annual Audit, Non-discrimination Policy, Client Information Packet, Wound Care, Influenza Vaccine Policy for

Employees of Cedar County Public Health; Client with Special Communication needs; Medication Orders and Administration; Compliance with Federal, State and Local Laws; Quality Advisory Committee Charter, Approved Symbols and Abbreviations; Plans of Care; Nursing Bag and Locked Briefcase Techniques; Wound care; In-Home Documentation for Home Health Aide and Homemaking. Brad Gaul made a motion to approve all policies as presented, Jeanne Hein seconded.

Stefanie Wagaman presented the new office assistant job description. The board gave her feedback on things to add and asked her to bring it back to the next board meeting for review.

This was the last meeting for Jeanne Hein as she wishes to not renew her term. The staff and board members thanked her for her time, commitment, and knowledge that she brought to the board. It was then discussed names of potential candidates to replace the position Jeanne held. The board gave Stefanie 4 names of potential candidates and asked her to reach out to them.

Stefanie Wagaman then spoke about the county car. We budgeted \$25,000 to buy a new car for the department to use. Stefanie asked the board if it was okay to buy a used car and if they had a preference on which dealership we should use. The board gave her permission to buy a used car, and the dealership did not matter.

Joselyn Snook gave an update on the DIAL survey. The official survey results are not returned to us yet; however, she spoke on the 4 findings that they cited us on. She spoke on that we have already implemented the changes that were needed.

Brad Gaul motioned to adjourn the meeting; Jeanne Hein seconded the motion. Meeting adjourned at 0845.

Respectfully Submitted,

Ashley Hansen
Business and Quality Manager