

FLOYD COUNTY BOARD OF HEALTH

FLOYD COUNTY COURT HOUSE
101 SOUTH MAIN
CHARLES CITY, IA 50616-2756
(641) 257-6145

BOARD OF HEALTH MINUTES

JANUARY 11, 2021

Members Present: Dave Tice, Dr. Lisa Kapler

Members Present on Phone: Rosemary Tobin, Dr. Scott Hansen

Members Absent: Denise Pavlovich

Others Present: Doug Kamm, Floyd County Board of Supervisor; Gail Arjes, Floyd County Public Health

Others Present on Phone: Gloria Carr, Floyd County Auditor; Ann Smisek, Ahlers & Cooney attorney; Jeff Sherman, Floyd County Environmental Health

Meeting called to order at 5:30 by Dr. Lisa Kapler.

Agenda reviewed. Motion made by Rosemary Tobin to approve the agenda as presented, seconded by Dave Tice, motion carried.

Minutes from the November 16, 2020 meeting reviewed. Motion made by Dave Tice to approve the minutes as presented, seconded by Rosemary Tobin, motion carried.

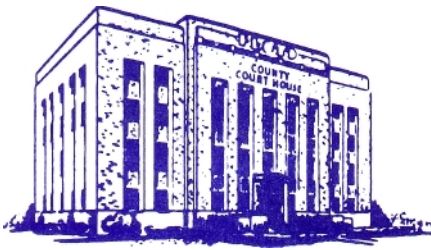
Gail Arjes, Floyd County Public Health/Home Health Care

Options for compensation for Gail's COVID time were presented by Ann Smisek, Ahlers & Cooney attorney. The previous action the Board of Health took by paying out unused vacation may have had some implications with budgeting, county policies, and workforce disagreements.

Compensation for COVID time was again reviewed. Motion made by Dave Tice to

- 1.) Build back lost time above the cap and cash out that amount and then can continue to cash out unused vacation time above her cap.
- 2.) Hire a full-time nurse to assist with Public Health and Home Care duties.

Seconded by Rosemary Tobin motion carried.



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YTD budget reviewed. No concerns with budget currently. COVID is concerning as it is unknown how much overtime the nurses will be working and supplies that may be needed for COVID clinics.

FY21/22 Budget presented. No large changes to the budget from FY20/21. There are many unknowns with COVID which made budget projecting challenging. Included is a 5% wage increase for all staff due to the challenges and hazards of having to work directly with COVID every day. Both in the homes and in the office, as staff has endured some hard to handle situations and will continue to do so for the foreseeable future. Motion made by Dave Tice to approve the budget as presented, seconded by Rosemary Tobin, motion carried.

COVID update given. The 14-day positivity rate in Floyd County is at 14.2%, this rate has had a slight upward trend which was anticipated over the holidays. Vaccine distribution discussed; Floyd County continues to vaccinate healthcare providers with a total of 475 doses administered to Floyd County residents. Doses administered in Floyd County total 243. Public Health continues working with the acting EMA and the CERT for mass vaccination distribution.

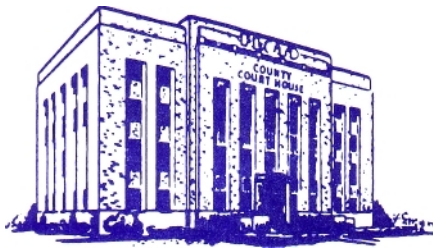
Informed the Board of the need of a Clinical Manager and that the position could be posted internally. This position is not new staff, but additional duties to one of the current staff. This position would include managing the Home Care Program, chart audits, training of new home care staff, and all other duties as assigned. A job description will be posted, and the position would include a 2% wage increase with a start date of 01/18/2021. This would relieve some of the duties of the Administrator due to the amount of time spent working with COVID. Motion made by Dave Tice to approve the promotion of a staff member to a management role as Clinical Manager, seconded by Rosemary Tobin, motion carried.

Jeff Sherman, Floyd County Environmental Health

YTD budget was not available and will be reviewed at next meeting.

Well and septic Jeff updated the Board on septic systems, the last septic system for the year was installed just before Christmas.

FY21/22 Budget was reviewed with not a lot of changes from last year. Wages still need to be determined by the Board of Supervisors regarding the amount of increase which a 2.5% was figured in the budget for Jeff Sherman. Also, to be determined is adding the zoning and hiring of help in the office which 30% of their wage coming out of Board of



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Health budget. Motion made by Rosemary Tobin to approve the budget as presented, seconded by Scott Hansen, 4-0 approved.

Old Business : None

New Business: Gail informed the Board that the DIA was at the Public Health office the week of January 4th through the 8th, and then again for the day on January 11th. There were findings that caused concern for the DIA which gave us an Immediate Jeopardy status. This was nulled with the writing of an immediate improvement plan which was accepted by the DIA. Findings of concern where they felt we were denying services for COVID positive patients and not notifying the physician if a service was not being provided such as PT, OT and HCA. Having an order on a discharge summary and not a discharge order and other documentation issues as listed on the handouts. They will return in 45 days to see corrections made. Prior to COVID the administrator was doing all chart audits, discharge chart reviews, and quality programs. Due to COVID the administrator has not had the time as the focus has been strictly COVID. The need for a Clinical Manager was seen as an immediate need by the Public Health administrator as some items were not being completed due to the inability to complete reviews on charts. The Clinical Manager will work with the Administrator to write a Plan of Correction and ensure all policies and requirements are being met.

Next meeting will be held March 15th, 2021 at 5:30 at the Floyd County Public Health/Home Health Care office located at 1003 Gilbert St., Charles City, Iowa.

Minutes taken by:

Gail Arjes, R.N.