

MINUTES

Linn County Board of Health Meeting
January 18, 2017 at 4:00 PM
Linn County Public Health Conference Room
501 13th Street NW, Cedar Rapids, IA
Contact: Kim Honn, 892-6000

* Indicates Action Items



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1. Call to Order BOH meeting, Establish Quorum, Recognize Guests – Mark Taylor, Vice-Chair

Mark Taylor, Vice-Chair, established a quorum and called the meeting to order at 4:04 PM

Board Members Present: Mark Taylor, Mary Tarbox, Dr. Jim Levett, Leslie Wright, Lisa Epp (Legal Counsel) and Kim Honn (recorder)

LCPH Staff Present: Larry Hlavacek, Administration Manager; Jim Hodina, Environmental Services Manager; Dustin Hinrichs, Environmental Quality Supervisor; Barbara Chadwick, Community Health Services Manager; Shane Dodge, Air and Water Quality Supervisor; Kyle Lundberg, Laboratory Services Manager

Guests/s: Kim Ott with HACAP and Steve Hershner with City of Cedar Rapids Waste Water Treatment

2. Approve/Revise Agenda *

Motion made to approve agenda as presented.

****MSC Levett/Tarbox**

- Approve BOH Excused Absences (if any) *
Stacy Walker

3. Approve December 7, 2016 Minutes *

Motion made to approve December 7, 2016 minutes as presented.

**** MSC Wright/Levett**

4. Welcome and Introductions of new Board members – Pramod Dwivedi, Health Director

Mr. Hlavacek represented Mr. Dwivedi who was unable to attend the meeting. Mr. Hlavacek shared the Board of Supervisors appointed Stacey Walker to the Board of Health, but Mr. Walker was unable to attend the today's meeting.

5. Board of Health Election of Officers and Committee Appointments * - Pramod Dwivedi

Board accepted nominations for Board Chair and Board Vice-Chair.

Motion made to nominate Mark Taylor as Board Chair – called out three times.

****MSC Wright/Levett**

Motion made to nominate Dr. Mary Tarbox as Board Vice-Chair – called out three times.

****MSC Wright/Levett**

6. Public Comment (if any) – Limited to Three Minutes Each

None

7. Introduction of New Staff

Mr. Hodina introduced Dustin Hinrichs as the agency's new Environmental Quality Supervisor. The Board welcomed Mr. Hinrichs to the agency.

8. FY18 Budget Proposal and Key Performance Indicators* - Pramod Dwivedi

Mr. Hlavacek presented the FY18 Budget that will go to the Board of Supervisors on January 20, 2017. The presentation highlighted agency accomplishments, Key Performance Indicators, Budget Overview and FY18 Offers. Agency is requesting a Health Planner/Resource position as the "offer-ask" to the Board of Supervisors. The position will enable the agency to continue the momentum of quality improvement, accreditation, strategic plan and etc.

Mr. Taylor suggested expressing to the BOS that the agency is doing everything it can by supporting some positions through grants and etc, but this request we need help.

Motion made to move to the Proposed FY18 Budget to the Board of Supervisors on Friday, 1/18.

****MSC Tarbox/Wright**

9. Presentation: WIC program at HACAP – Angela Munson, WIC Coordinator at HACAP

Kim Ott presented to the Board because Angela Munson was unable to attend. Kim Ott is the Health Alliance Administrator, which is the health division at HACAP. They have funding from various sources, mostly from Iowa Department of Public Health, Linn County and Jones County, Early Childhood Iowa and United Way and revenue from Medicaid.

Ms. Ott thanked the Board for their moral support while going through the FY2017 competitive bid process for Maternal Child and Adolescent Health. They received the grant and are in the first year of a five-year application, which includes Linn, Benton and Jones Counties.

The bulk of what they do in the clinics starts with WIC (Women, Infant and Children), which is a supplement nutrition program for women, infant and children. The goal is to keep families healthy. They do a lot of assessment and health education. There are three clinic sites in Linn County.

10. Presentation: Hydrogen Sulfide – Kyle Lundberg, Laboratory Supervisor

Mr. Lundberg and Mr. Dodge summarized a project that just finished by the Cedar Rapids Waste Water Treatment facility. They recognized and thanked Steve Hershner Director of Utilities for the City of Cedar Rapids who is responsible the Waste Water Treatment facility, for attending today.

Agency appreciated Larry Ditch allowing the agency to locate the air-monitoring trailer on his property. City of Cedar Rapids is making updates on the facility, once completed the air-monitoring trailer will be re-located on the same site to compare data.

11. BOH Committee Reports:

A. Finance & Administrative Review Committee – TBD, Committee Chair

1. Action Items:

- a) November 2016 Finance Reports *

Motion made to approve the November 2016 Finance Reports.

****MSC Levett/Wright**

B. Community Health Collaboration Committee – Dr. Mary Tarbox, Leslie Wright
Dr. James Levett, Committee Co-Chairs

1. Action Items:

a) **None**

C. Policy and Government Relations – Mark Taylor, Committee Chair

1. Action Items:

a) PO-AD-006-01 Identifying and Using Evidence-Based and Promising Practices

b) PO-WK-003-01 Workforce Professional Certification and Licensure
Motion made to approve the two above-mentioned polices.

****MSC Levett/Wright**

c) Public Health Preparedness Plan
▪ Chapter 9: Public Information/Risk Communication
▪ ESF 8: Public Health and Medical Services

Motion made to approve the Preparedness Plans.

****MSC Tarbox/Wright**

12. Board of Health Attorney's Report – Lisa Epp

None

13. Next Meetings:

***Board of Health Meeting, Wednesday, February 22, 2017 at 4:00 PM**

• **BOH Committee meetings – Thursday, February 16, 2016**

• **9:00 AM – Finance & Administrative Review**

• **1:00 PM – Community Health Collaboration**

• **3:00 PM – Policy & Gov't Relations**

**! SAVE THE DATE ! – Board of Health Reception on Thursday, April 6, 2017, 1:00 – 4:00 PM
IBEW Hall – Local 405, 1211 Wiley Blvd SW, Cedar Rapids**

NOTE: Ms. Honn will send calendar invites for the 2017 Board of Health meetings and Board of Health committee meetings. In addition, Ms. Honn will send a calendar invite for the Board of Health Reception in April 2017.

14. Adjourn

**Mr. Taylor advised the Board he would be unavailable for the February meeting.
With no further business, the meeting adjourned at 5:20 PM.**