

## MINUTES

Linn County Board of Health Meeting  
August 22, 2018 at 4:00 PM  
Linn County Public Health Conference Room  
501 13<sup>th</sup> Street NW, Cedar Rapids, IA  
Contact: Kim Honn, 892-6000

\*Indicates Action Items



Call to Order and establish a quorum – Mary Tarbox, Vice-Chair

**Dr. Tarbox established a quorum and called the meeting to order at 4:01 PM.**

**Board Member Present: Dr. Mary Tarbox, Dr. Jim Levett, Leslie Wright, Stacey Walker, Lisa Epp – Legal and Kim Honn – Recorder**

**LCPH Staff Present: Pramod Dwivedi, Jim Hodina, Larry Hlavacek, Tricia Kitzmann, Kaitlin Emrich and Brianna Gabel**

**Guest Present: Curt Wheeler**

Recognize Guests – Mary Tarbox

**None**

Public Comment – Limited to Three Minutes Each

**None**

Approve Agenda \*

**Motion made to approve agenda**

**\*\*MSC Levett/Walker**

- BOH member/s excused absences

**Mark Taylor**

Approve July 25, 2018 Minutes \*

**Motion made to approve July minutes**

**\*\*MSC Levett/Walker**

Introduction of New Staff/Staff Recognition – Pramod Dwivedi, Health Director

**Mr. Dwivedi introduced Brianna Gabel who was selected for a Fellowship in Food Protection through the International Food Protection Training Institute (IPHIP). As part of her fellowship, Ms. Gabel will conduct a guided research project, presentation, and publication over the next year with publication in a special edition of the Association of Food and Drug Officials (AFDO) Journal. The Board congratulated Ms. Gabel on this honor.**

2018 Community Health Assessment) CHA and Strategic Issue Identification Update – Kaitlin Emrich, AHP Supervisor  
**Ms. Emrich provided an update of the CHA so far and the MAPP (Mobilizing for Action through Planning and Partnership) process that was started in January. Both, Dr. Tarbox and Ms. Wright served on the Steering committee, along with an internal group consisting of the AHP staff and Ms. Kitzmann as the Community Health Division manager. Also, received help from three Interns from the University of Iowa, University of Northern Iowa as well as students from Dr. Tarbox class that did a component of the CHA. For the 2019-2021 Strategic Issues resulted in the top three being Mental Health, Obesity and Safety. The next steps will be taking the three Strategic Issues for formulate goals and strategies eventually moving into setting SMART objectives with an outcome and**

process evaluation at the end. All the reports can be located on Linn County Public Health's website. The Board asked questions throughout the presentation.

BOH Committee Reports:

Policy and Government Relations Committee – Mark Taylor and Stacey Walker, Committee Co-Chairs  
**None**

Monthly Finance Reports and Amendment Approvals \*

**Motion made to approve the finance reports as presented.**  
**\*\*MSC Wright/Levett**

Health Director's Report – Pramod Dwivedi

- **Joint meeting is being held on Friday - October 12, 2018. BOH will hold a brief meeting at 11:00 AM and the joint meeting will start at 11:30 AM with lunch provided. This meeting will consist of Board of Health, Board of Supervisors and Elected Officials of Linn County.**
- **After some discussion it was decided to combine September and October meetings on the October 12<sup>th</sup>.**
- **Due to a family illness Health Director may be out of country and Mr. Hlavacek will be in charge if that happens.**
- **Met with Foundation II about a partnership. They mentioned a Suicide Profile would be helpful and it was created. The draft report was provided to Board for review.**
- **Linn County is working on an Access Center and public health is involved with this project. Mr. Walker updated the Board of activities thus far and Mr. Rogers is spearheading this project. This would be a valuable infrastructure for the county.**

Board of Health Attorney Report – Lisa Epp  
**None**

Next Meetings:

- **Board of Health Meeting – Wednesday – September 26, 2018 at 4:00 PM or October 12, 2018 at 11:00 AM**  
**{Joint BOH, BOS & ELECTED OFFICIALS meeting will begin at 11:30 AM}**
  - Policy & Government Relations Committee – Thursday – September 20, 2018 at 3:00 PM
    - **Emails will be sent to committee letting them know if this meeting will or will not meet in September.**

Adjourn

**With no further business the meeting was adjourned at 4:51 PM.**

**Respectfully submitted,**  
**Kim S. Honn, Recorder**