

STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201



Minutes

DATE: April 2, 2013

CALL TO ORDER: 2:05 p.m.

PLACE: Administration Building, 2nd Floor

Paul Toot, Chair
Dr. John Paschen, Vice-Chair
Dr. John Kluge
Vacant Seat
Dr. Glenda Dvorak
*Absent

ADJOURNMENT: 3:10 p.m.

OTHER PEOPLE PRESENT: Denise Denton, Eileen Mullan

STAFF PRESENT: Matt Cory; Environmental Specialist II, Cathy Bazylinski; Environmental Specialist II, Kristin Cook; Recording Secretary, Margaret Jaynes; Director of Environmental Health

Chair Paul Toot called the meeting to order.

**Roll Call: Present – Toot, Dvorak, Kluge, Paschen
Absent - None**

CONSENT AGENDA: (All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

- 2. I Approval of Agenda
- 2. II Approval of Minutes
February 5, 2013

APPROVAL OF CONSENT AGENDA ITEMS (MCU)

MOTION: Paschen

SECOND: Kluge

PUBLIC FORUM: Opened 2:07 p.m. – Closed 2:07 p.m.

ADDITIONAL ITEMS:

4. I Discussion of Environmental Specialist job description/pay grade.

Ms. Margaret Jaynes

Ms. Jaynes gave an overview of the updated job description and pay grade as conducted by Springsted. Ms. Jaynes stated that there is not an equitable internal pay relationship between the planners and the environmental specialists. She stated that the Board of Health employs staff for the Environmental Health Department, not the Board of Supervisors and ask the BOH to consider Ms Bazylinski's and Mr. Cory's request.

Mr. Matt Cory and Ms. Cathy Bazylinski

Ms. Bazylinski stated her years of service and thanked Ms. Jaynes for her support. Ms. Bazylinski gave an overview of the items in which Environmental Specialists are reviewed. Ms. Bazylinski stated said position is currently defined as

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technical, but should really be Professional. Ms. Bazylnski asked Board members to be an advocate and supporters of said job positions, job descriptions, and job pay grade.

Mr. Cory gave an overview of said position responsibilities. Mr. Cory reviewed results from a survey he conducted regarding other Iowa Counties comparing Environmental Specialist job duties and pay to that of Story County. Dr. John Paschen questioned Mr. Cory and Ms. Bazylnski's employment status. Mr. Cory stated that both are full-time and stated their years of service with Story County. Dr. Paschen asked for clarification regarding staff's goal by bringing this forward. Mr. Cory stated that with added responsibilities such as pool, tanning, and tattoo inspections along with other duties not included in the current job description a change and update should be made to reflect a more accurate job description.

Dr. Paschen asked for clarification regarding the term Technical versus Professional. Ms. Bazylnski explained. Definitions of each were discussed.

Mr. Paul Toot gave an overview of the Springsted process, which was completed over the past calendar year. Responsibility of job description determination, pay grade, and personnel changes was discussed questioning whether the Board of Health or the Board of Supervisors holds such responsibility. Mr. Toot stated a discussion may need to be held with the County Attorney to determine responsibility regarding said items.

Mr. Toot stated he would consult the County Attorney and give an update at the next meeting.

AGENCY REPORT:

5. I Youth and Shelter Services (YSS)

Ms. Denise Denton

PRESENTATION:

Ms. Denton reviewed a second quarter report stating many school presentations have been conducted.

Ms. Denton also gave an update and overview of the proposed Nicotine Ordinance. Ms. Denton provided Board members with a draft Ordinance. Ms. Denton stated County Attorney Steve Holmes will be inserting proper citing as needed before a final draft is available.

BOARD COMMENTS:

Dr. Paschen asked for clarification regarding which types of products will be prohibited with the proposed ordinance. Ms. Denton provided a more in depth description along with examples.

5. II HOMEWARD

Ms. Eileen Mullan

PRESENTATION:

Ms. Mullan provided Board members with a disc, which included an update to the Story County Emergency Manual. Ms. Mullan stated said discs will be distributed to other County departments at a future date.

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Ms. Mullan gave an overview of the Health Improvement Plan. Ms. Mullan provided copies of emails from Board members and their approval of said plan. Ms. Mullan also gave an update of Story County Quality of Life Alliance and stated that this group works towards such goals.

Ms. Mullan gave an overview of State health rankings, www.countyhealthrankings.com, stating Story County ranks 7th overall out of the 99 Iowa counties. Ms. Mullan stated improvements to increase our ranking will be reviewed.

Ms. Mullan stated the Emergency Preparedness Coalition will be made from only Story County and will not be required to partner with other Iowa Counties. Ms. Mullan gave an overview of the Story County organizations, which will be included in said coalition.

Ms. Mullan gave an overview of current public health illnesses. Ms. Mullan stated there will be a cut in funding for the current lead program. Ms. Mullan reviewed current budget standings.

AGENCY REPORT:

5. II Environmental Health

PRESENTATION:

Ms. Jaynes gave an overview of current lead cases, septic and well application, and complaints.

Ms. Jaynes reviewed current training by staff including radon, IOWWA, Iowa Water Conference, Advantex, Certified Pool Operator, and ESRI training.

Ms. Jaynes also gave an overview of a current subdivision requirements stating that the current subdivision regulations are being updating.

Ms. Jaynes stated that a CIOWTS training took place last month.

Ms. Jaynes stated staff provided a booth at a local Farm Family Expo.

Ms. Jaynes stated staff sent notifications asking septic owners to update their maintenance agreements.

Ms. Jaynes stated a contractors meeting is set for this week, field office training with the DNR will be conducted in April, and a bedbug webinar is upcoming.

Ms. Jaynes also stated that septic pumper inspections will begin soon and fieldwork is beginning for spring 2013.

Dr. Kluge asked for an update of the Hickory Park septic systems grant. Ms. Jaynes provided such update.

PUBLIC HEARING ITEMS:

NONE

STAFF COMMENTS:

NONE

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BOARD COMMENTS:

Mr. Toot asked Dr. Paschen if he had any idea how the Story County Hospital management change will affect the area. Dr. Paschen stated he has no indication at this time.

ADJOURNMENT: 3:10 p.m.

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A handwritten signature in blue ink, appearing to be "P. [unclear]".

Approval of Minutes

BOH Chair 6/4/13

Title and Date