



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Minutes

DATE: October 1, 2013

CALL TO ORDER: 2:02 p.m.

PLACE: Administration Building, 2nd Floor

Paul Toot, Chair
Dr. John Paschen, Vice-Chair
Dr. John Kluge
Dr. Glenda Dvorak
Mark Speck
*Absent

ADJOURNMENT: 3:36 p.m.

OTHER PEOPLE PRESENT: Eileen Mullan, Randi Peters, Brian Vanderheyden, Denise Denton, Kari Sorensen, Lauris Olsen

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

Chair Paul Toot called the meeting to order.

Roll Call: Present – Toot, Paschen, Kluge, Speck, Dvorak

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
August 6, 2013
- 2. III Approval of FY14 Grants to Counties

APPROVAL OF CONSENT AGENDA ITEMS (MCU)

MOTION: Kluge

SECOND: Speck

3. PUBLIC FORUM: Opened 2:04 p.m. – Closed 2:04 p.m.

AGENCY REPORT:

4. I HOMEWARD

Eileen Mullan

PRESENTATION:

Ms. Eileen Mullan stated that flu vaccine fees range from \$30-\$45. Ms. Mullan also stated that said vaccinations include the flu injection as well as the flu mist. Dr. John Kluge questioned whether or not HOMEWARD was in the same price



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

range as other agencies. Ms. Mullan indicated yes or possibly less in some cases. Dr Kluge indicated that participating pharmacies were able to bill insurance companies for flu vaccinations and that process was easy and seamless for Medicare participants. Ms. Mullan stated that they are in the process of setting up systems to bill the insurance companies although this will not be in place for this fall flu season. Dr Paschen inquired as to whether we ask for donations or if it was a flat fee. Ms. Mullan stated that at this time, it is a flat fee but she would look into the possibility of donations for next season. Ms. Glenda Dvorak asked for the number of administered vaccinations. Ms. Mullan stated she would provide such numbers at the next Board of Health meeting.

Ms. Mullan gave an overview of budgetary items stating that HOMEWARD is on track with projected revenues and expenditures.

Ms. Mullan reviewed the current Disaster Coalition make-up and its goals. Ms. Mullan stated that the coalition grant has since been denied due to a lack of detail regarding expenses 4 years out. Ms. Mullan also stated that an extension has been granted to allow the Coalition to resubmit an application with greater detail.

Ms. Mullan gave an overview of projected grant dollar expenses by entity. Ms. Mullan also reviewed capabilities and duties of each entity as well as combined capabilities and duties.

AGENCY REPORT: (Amended Agenda Addition)

YSS

Denise Denton

PRESENTATION:

Ms. Denton stated that every pharmacy in Story County is involved in a prescription drugs take-back program. Ms. Denton also stated that a certificate will be issued to each participating location as well as being included in a news announcement.

Ms. Denton reviewed a proposed ordinance regarding nicotine prohibition.

Randi Peters, YSS

Ms. Peters gave an overview regarding the use of e-nicotine products among youth under the age of 18. Ms. Peters went on to give examples of such products. Ms. Peters stated the proposed Ordinance was developed with the help of Steven Holmes, Story County Attorney.

AGENCY REPORT:

4. II Environmental Health

Margaret Jaynes

PRESENTATION:

Ms. Jaynes gave an overview of applications for new septic systems, repair of septic systems, and septic system time of transfers. Ms. Jaynes also reviewed current applications for well permits, well pluggings, well water testings, and time of transfer well inspections. Ms. Jaynes stated that there are currently eight open lead cases, one residence with children.



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Ms. Jaynes stated that EH staff visited five of the six tattoo facilities (all in Ames). Letters will be sent out to tanning facilities soon with contact info and IDPH updates. Ms. Jaynes has arranged for Ames pools review with the park & rec staff this winter.

Ms. Jaynes also stated that 12 cases of cryptosporidium (crypto) had been reported over the summer. Staff will meet with IDPH to discuss ways to improve reporting time and more information that is accurate.

Ms. Jaynes reviewed complaints regarding mold, bed bugs, and mobile home parks.

Ms. Jaynes stated that staff had attended multiple trainings including a NEHA (National Environmental Health Association) conference, WebEOC training, well workshop, and an ESRI conference.

Ms. Jaynes reviewed current animal feeding operation applications. Ms. Jaynes stated that Lincoln Feeders submitted a master matrix application, 21 manure management plans have been submitted, and she had a meeting with DNR Field Office to discuss the county's role in permitting feeding operations.

ADDITIONAL ITEMS:

5. I Discussion of Septic System Review and Inspection Policy

PRESENTATION:

Ms. Jaynes gave an overview of the current policy regarding the review of septic system adequacy. Ms. Jaynes reviewed a proposed policy stating that the Health staff reviews all submitted Planning and Development applications to determine proper septic size and function. Currently, EH only requires upgrades to houses that are adding bedrooms or shops adding a bathroom, as this would affect the sizing of the system.

Ms. Jaynes proposed that all zoning applications be reviewed regardless of the impact on wastewater loading, and require an inspection of septic systems that do not have documentation on file with the health department. For the most part, this would target houses built prior to 1972, when the county started permitting septic systems.

Mr. Paul Toot questioned how many septic systems might be unpermitted at this time. Ms. Jaynes stated she would research such and report back. This proposal shall be placed on the next BOH agenda.

ADDITIONAL ITEMS:

5. II Discussion of Environmental Health Salaries

PRESENTATION:

Dr. Paschen gave an overview of his reason for discussing said salaries. Dr. Paschen asked for some comparison regarding current and proposed salaries.

Ms. Jaynes reviewed areas of concerns including: comparison with other counties, language use of "technical" versus "professional," P&D versus EH requirements, 3% raise for non-elected directors, EH Specialist job description and temporary employee at same rate for four years.

Current Director and Environmental Specialist duties and salaries were discussed.

Board members discussed the history of Board suggested salaries. Board members also discussed the past three years' cost of living raises.



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Mr. Toot stated this topic would need to be brought before the Board of Supervisors. Ms. Cathy Bazylnski provided an updated Environmental Health Specialist job description for the Board to review. Dr. Paschen asked what the Health staff's expectations are at this point regarding salary and job description. Ms. Jaynes stated that she had been told that the Health Department would need to fund another job description review.

Mr. Toot suggested that the Board of Health might need to schedule a special meeting with the Board of Supervisors in November to discuss salary and budget. Mr. Speck questioned the timeline of budget approval. Mr. Toot gave an overview of the timeline.

Board of Health's role regarding the recommendation of salaries was discussed.

MOTION: Move for Mr. Toot to schedule a special meeting between the Board of Health and Board of Supervisors to discuss job description and salary in November. (MCU)

MOTION: KLUGE
SECOND: DVORAK

ADDITIONAL ITEMS:

5. III Discussion of FY15 Budget

PRESENTATION:

Ms. Jaynes asked for recommendations from the Board regarding possible budgetary items. Nothing specific was requested.

STAFF COMMENTS:

NONE

BOARD COMMENTS:

NONE

ADJOURNMENT: 3:36 p.m.



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Approval of Minutes

Title and Date