



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Minutes

DATE: December 3, 2013

CALL TO ORDER: 1:06 p.m.

PLACE: Administration Building, 2nd Floor

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

ADJOURNMENT: 3:55 p.m.

OTHER PEOPLE PRESENT: Denise Denton, Eileen Miller, Heather Bombei

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

Chair Paul Toot called the meeting to order.

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
November 5, 2013
- 2. III Approval of 2014 Holiday Schedule
- 2. IV Approval of 2014 Meeting Calendar

APPROVAL OF CONSENT AGENDA ITEMS (MCU)

MOTION: Speck
SECOND: Paschen

3. PUBLIC FORUM: Opened 2:08 p.m. – Closed 2:08 p.m.



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AGENCY AND DEPARTMENTAL REPORTS

4. I HOMEWARD

Eileen Mullan

Ms. Mullan stated that there are influenza vaccines available. Ms. Mullan also stated that there is one TB case in Story County. Ms. Mullan provided Board members with a Lead Prevention handout.

Ms. Mullan stated that the Emergency Preparedness members are currently training volunteers for pod sites. Ms. Mullan also stated the more volunteers are needed.

Ms. Mullan gave an update of the Coalition stating that they are trying to attain more Iowa counties.

BOARD COMMENTS

Dr. Paschen asked how many counties are required to be part of the Coalition. Ms. Mullan stated that there is not a mandatory membership amount, but also stated that the Coalition must try to get attain as many members as possible. Ms. Mullan also stated that more members would provide more revenue. Ms. Mullan mentioned that an additional four counties is the Coalition's goal.

Dr. Paschen asked for clarification regarding waivers for vaccinations. Ms. Mullan stated that the waivers are allowed for religious or medical reasons.

AGENCY AND DEPARTMENTAL REPORTS

4. II ENVIRONMENTAL HEALTH

Margaret Jaynes

Ms. Jaynes gave an overview of current permits and violations issued. Ms. Jaynes stated that both septic and well permits have increased over last year. Ms. Jaynes stated that grant monies would be offered for secondary source well rehabs.

Ms. Jaynes stated there are currently eight open lead cases (one with children residing, levels going down). Ms. Jaynes also stated that her certification for Elevated Blood Levels (EBL) inspector/risk assessor expires in February 2014. Homeward and EH will discuss funding for the lead program to determine if Ms. Jaynes should seek recertification.

Ms. Jaynes stated that staff had received hoarding complaints. Ms. Jaynes indicated that most hoarding complaints are not considered public health nuisances.

Ms. Jaynes stated that staff members had attending trainings/meetings that include:

- Dupont Citizens Advisory Committee
- County Safety
- OSHA Safety



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- Radon Training

Ms. Jaynes gave an overview of the Nevada and Ames fringe areas. Ms. Jaynes went on to explain the multitude of properties that may need to connect to City water once available. Ms. Jaynes indicated the areas where water and sewer lines are being implemented via site map. Ms. Jaynes stated that the City is not required to accept a property owners request to connect to City water and sewer.

Ms. Jaynes gave an overview of the Environmental Health Department's proposed zoning application review policy. Ms. Jaynes indicated that said policy would increase application review by an estimated 100 additional applications. Ms. Jaynes stated that Story County builders would welcome this type of verification and listed pros and cons.

Ms. Jaynes presented a proposal requiring septic site inspections to be conducted by a Certified Engineer or Soils Professional. Ms. Jaynes gave an overview regarding fees for such, pros, and cons. Ms. Jaynes provided an example of an Engineer Wastewater Soil Evaluation.

Ms. Jaynes requested direction from the Board regarding regulation changes:

- Zoning permit septic inspection requirement
- Site review required by engineer or soil professionals
- Publication of isolation and quarantine ordinance
- Would include a few miscellaneous items

BOARD COMMENTS

Proposed regulation changes were discussed. Staff was directed to research the proposed '*Site review required by engineer or soil professionals*' and report at the February 2014 meeting. Staff was also directed to address the proposed '*Include isolation and quarantine ordinance*' at the February 2014 meeting as well.

PUBLIC HEARING ITEMS:

None

ADDITIONAL ITEMS:

6. I Discussion and Consideration of Nicotine Ordinance Denise Denton, YSS

Ms. Denton gave an overview of adolescents' risk-taking behavior indicating that such risk is being driven by tolerance to ambiguity.



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Shelly Lumsden, YSS

Shelly gave an overview of the proposed nicotine ordinance. Shelly also gave examples of stores selling such products.

Mr. Paul Toot stated that the Board of Health would recommend to the Board of Supervisors regarding the proposed ordinance.

MOTION: Move to recommend to the Board of Supervisors approval of Nicotine ordinance as proposed. (MCU)

MOTION: Paschen
SECOND: Speck

ADDITIONAL ITEMS:

6. II Discussion and Consideration of Amending the Environmental Health Septic Site Review Process
Item discussed during the Environmental Health Departmental report.

ADDITIONAL ITEMS:

6. III Discussion of scanning project.

Ms. Jaynes gave an overview of the current scanning project and updated Board members of the progress as well as the amount of scanning yet to be completed. Ms. Jaynes stated that an estimated four to six months is needed to complete the project. Ms. Jaynes reviewed FY-14 budget concerns regarding project completion.

Mr. Toot stated that discussion and consideration of extending the scanning project would need to be placed on a Board of Supervisors agenda.

ADDITIONAL ITEMS:

6. IV Discussion and Consideration of Resolution #13-01 Adopting Certain Compensation Schedule and Job Descriptions

Mr. Toot provided Board members with updated Environmental Health job descriptions. Mr. Toot clarified that the Environmental Health Specialist job grade level had been upgraded to level ten.

MOTION: Move to adopt Resolution No. 13-01 Adopting Certain Compensation Schedule and Job Descriptions. (MCU)

MOTION: Paschen
SECOND: Speck



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ADDITIONAL ITEMS:

6. V Discussion and Consideration of Resolution #13-02 Adopting Story County, Iowa's Employee Handbook.

Mr. Toot gave a short summary of the employee handbook.

MOTION: Move to adopt Resolution 13-02 Adopting Story County, Iowa's Employee Handbook. (MCU)

MOTION: Speck

SECOND: Paschen

ADDITIONAL ITEMS:

6. VI Discussion of FY15 Budget

Margaret Jaynes

Ms. Jaynes gave an overview of the proposed FY15 budget highlighting all editions. Mr. Toot stated that salaries were included in the proposed budget as a placeholder for possible changes.

Ms. Cathy Bazylnski gave an overview of her Environmental Health Specialist qualifications and experience. Ms. Bazylnski also stated her reasoning for the requested salary increase.

MOTION: Move to adopt the FY15 Environmental Health Department Budget as presented. (MCU)

MOTION: Paschen

SECOND: Speck

Mr. Matt Cory asked that a Board of Health member attend the Environmental Health budget meeting.

STAFF COMMENTS:

None

BOARD COMMENTS:

None



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CLOSED SESSION:

Closed session pursuant to Ia. Code section 21.5(i). To evaluate the professional competency of an individual whose performance is being considered when necessary to prevent needless and irreparable injury to the individual's reputation and that individual requests a closed session

Motion: Move to move into closed session as presented. (MCU)

Motion: Paschen

Second: Speck

Motion: Move to support a 3% wage increase for the Environmental Health Director position.

Motion: Paschen

Second: Speck

Mr. Toot stated that the wage increase may be issued as a one-time bonus or it could be added to the Director's base salary and an amendment to the motion may be needed to reflect the intentions of the Board.

Amended Motion: Move to support a 3% base salary increase to the EH Director. (MCU)

Motion: Paschen

Second: Speck

ADJOURNMENT: 3:55 p.m.



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Approval of Minutes

Title and Date