



STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Minutes

DATE: February 4, 2014

CALL TO ORDER: 2:06 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: 4:19 p.m.

OTHER PEOPLE PRESENT: Denise Denton, Eileen Miller, Jamie Barnabei, Amy Robak, Terri Olinger, Gloria Symons, Hannah Kofron

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.

Election officers

Motion: Move to keep officers the same as 2013.

Motion: Kluge

Second: Dvorak

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.)

- Approval of Agenda
- Approval of Minutes; *December 3, 2013*
- Consideration of Letter of Support for Funding the Hickory Grove Lake Watershed Project.

APPROVAL OF CONSENT AGENDA ITEMS (MCU)

MOTION: Speck

SECOND: Dvorak

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



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AGENCY AND DEPARTMENTAL REPORTS

Mid-Iowa Community Action Health Services (MICA)

Gloria Symons

Amy Robak

Ms. Symons gave an overview of current child healthcare programs as well as maternal healthcare. Ms. Symons stated that over 2,000 children and over 7,000 ages 0-21 have been served. Ms. Symons also stated that over 300 women were served for maternal healthcare. Ms. Symons also reviewed the number of those being served through the WIC program.

Ms. Robak gave an overview of the 1st Five program stating that MICA partners with physicians and clinics to take in referrals and to also refer patients to other agencies. Ms. Robak stated that 87 referrals came in and 157 referrals went out to other agencies. Ms. Robak provided comments from providers regarding 1st Five.

Ms. Symons gave an overview of a grant that helps with health care registration. Ms. Symons stated that said grant would expire soon. Ms. Symons stated that the majority of those being served are age 0-5 as well as those newly on Medicaid.

BOARD COMMENTS

None

AGENCY AND DEPARTMENTAL REPORTS

YOUTH AND SHELTER SERVICES (YSS)

Denise Denton

Ms. Denton provided the YSS quarterly report. Ms. Denton gave an overview of marijuana for medical purposes laws. Ms. Denton also reviewed a youth survey regarding marijuana and provided charted responses.

Ms. Denton updated Board members on the Nicotine Ordinance stating that Ordinance language is currently being updated.

BOARD COMMENTS

None

AGENCY AND DEPARTMENTAL REPORTS

HOMEWARD

Eileen Mullan

Terri Olinger

Ms. Mullan gave an overview of the current budget and grant dollars stating that HOMEWARD is on track for FY14.



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Ms. Olinger gave a summary of current disease surveillance and statewide influenza activity for November through December 2013.

- Salmonella - 1 case
- Shigella - 1 case
- Pertussis - 2 cases
- Hib (Haemophilus influenzae B) - 1 case
- Hepatitis B - 1 case Maternal

BOARD COMMENTS

Dr. John Kluge asked for flu vaccine cost. Ms. Olinger stated that HOMWARD's immunization pricing is low compared to surrounding counties stating that such vaccines range from \$30-\$45 depending on type.

Mr. Speck questioned the number of remaining vaccines. Ms. Olinger stated that influenza vaccines are still available.

AGENCY AND DEPARTMENTAL REPORTS **STORY COUNTY ENVIRONMENTAL HEALTH**

Margaret Jaynes

Ms. Jaynes gave an overview of current septic and well permit numbers. Ms. Jaynes also stated a concern with frozen septic systems and suggested possible solutions.

Ms. Jaynes also reviewed outstanding Notice of Violations (9) and outstanding binding agreements (5). Ms. Jaynes stated that in February, Notice of Violation notices will be issued to property owners with outstanding binding agreements.

Ms. Jaynes stated that there are currently eight open lead cases. Ms. Jaynes also stated the EBL Inspector/Risk Assessor Certification will expire in February 2014.

Ms. Jaynes gave an overview of current pool, tattoo, and tanning inspections.

Ms. Jaynes stated that one hoarding complaint had been received as well as two manure odor complaints and one abandoned house complaint.

Ms. Jaynes gave an animal confinement update stating that staff will use special boot covers as to not spread PED (Porcine Epidemic Diarrhea) virus for biosecurity.

Ms. Jaynes gave an update of staff trainings.

Ms. Jaynes gave an update to the Hickory Grove Lake watershed and unpermitted septic systems. Ms. Jaynes also reviewed budgetary needs for the needed septic updates.



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Ms. Jaynes gave an overview of the approved FY15 budget.

Ms. Jaynes stated she would like to have a septic review for all P&D applications for a trial period of one year. Ms. Jaynes will bring this back to the Board in April.

Ms. Jaynes also stated she would like to keep the site review process the same.

BOARD COMMENTS

None

PUBLIC HEARING ITEMS:

None

ADDITIONAL ITEMS

Discussion and Consideration of lead Grant; *Telephone Conference*

Margaret Jaynes

Eileen Mullan

Ms. Mullan gave an overview of the current Lead Grant and reasons as to why she feels this should not continue. Ms. Mullan stated that FY14 lead cases are zero, FY13 had two cases, and FY12 had four cases. Ms. Mullan also reviewed FY14 reimbursement as being \$10,479 and FY15 reimbursement expected to be \$4,457. Ms. Mullan stated that grant distribution is based on number of clients, which is decreasing. Ms. Mullan stated that expenses typically are \$7,400-\$8,000/year. Ms. Mullan stated that if the County discontinued the Lead Program then the State of Iowa would take over Lead Program Responsibilities.

Carmily Stone, Kevin Officer, Stu Schmitz

Mr. Officer asked for a recommendation from Story County regarding the Lead Program. Ms. Mullan reiterated her reasoning as stated above. Mr. Officer updated Board members regarding FY15 application and changes to streamline the process. Ms. Mullan asked for Public Health role in a lead case.

Mr. Officer reviewed a Chart of Services, which was provided to Board members.

Ms. Olinger questioned the timing of the new computer system software rollout. Ms. Stone stated that July 1, 2014 is a firm date for the rollout. Ms. Jaynes asked if this date could be written into the contract. Mr. Officer concurred.

Discussion of responsibilities, customer service rate, and grant dollars were discussed.

Board members discussed services provided by IDPH.

HOMEWARD will cover the cost of Ms. Jaynes' recertification unless grant funds are depleted.



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**MOTION: Move that the Story County Board of Health recommends continuing the Lead Program.
(MCU)**

HOMEWARD to look into areas where costs can be diminished during FY15.

MOTION: Paschen

SECOND: Kluge

ADDITIONAL ITEMS

Update on E-Cigarette Ordinance

Paul Toot

Mr. Toot stated that the Board of Supervisors passed the Nicotine Ordinance also stating that Board members have since received many inquiries regarding said Ordinance. Mr. Toot stated that most questions pertained to the required location of the products within establishments. Mr. Toot stated that said Ordinance was reworded a public input session will be scheduled before the Board proceeds with the final two readings. Mr. Toot also mentioned two similar Bills regarding the same topic currently being proposed at the State level.

Dr. Paschen questioned the possible banning of E-cigarettes in public areas. Ms. Denton stated that the current Ordinance only pertains to location of such products inside retail establishments.

ADDITIONAL ITEMS

Discussion of Salary Increase for Cathy Bazylnski

Cathy Bazylnski

Ms. Bazylnski gave an overview of her recollection of the December budget and salary discussion.

Mr. Toot gave an overview of his recollection of such. Mr. Toot stated that he does not remember recommending a 3% increase outside of what the rest of County employees would receive.

Ms. Jaynes stated that the proposed raise was based on merit and not cost of living, as Director's are not allowed to recommend cost of living increases.

Ms. Bazylnski stated her reasoning for requesting a 3% raise. Mr. Toot stated that the County has not implemented a merit based raise system as of yet. Ms. Bazylnski stated that 3% raises have been given in the past and asked for reasoning as to why she could not receive the same.

Mr. Toot gave an overview of the Grade Change for the Environmental Specialist job position and the pay grade for such.

Mr. Toot reminded Board members that the BOH adopted the new job descriptions and County manual.

Budget decision-making responsibility of BOH and BOS was discussed.



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Mr. Speck and Dr. Paschen stated that they believed that both Environmental Health Specialists would receive a raise based on the Job Grade Change and proposed budget by Margaret Jaynes at the December 2013 Board meeting.

Ms. Bazylnski cited the current compensation policy, which allows for a salary increase.

Salary pay rage was discussed.

Mr. Toot stated that any compensation change should begin with the Director of a department and Human Resources.

Dr. Paschen suggested that Ms. Jaynes speak with the H.R. Director again about a 3% raise for Ms. Bazylnski. Ms. Jaynes stated that she has already proposed said raise.

The budget and salary process was discussed further.

Ms. Jaynes was directed to speak with the H.R. Director regarding any suggested pay increase.

ADDITIONAL ITEMS

Discussion of Hickory Grove Watershed Permit Fees

Margaret Jaynes

Ms. Jaynes proposed waving the permit fee of \$240/permit. Ms. Jaynes stated that this would be a total of nine permits.

MOTION: Move to waive septic permit fee of \$240 for the nine Hickory Grove Watershed properties as proposed. (MCU)

MOTION: Speck

SECOND: Paschen

ADDITIONAL ITEMS

Review of Current Environmental Health Department Fees

Margaret Jaynes

Ms. Jaynes stated she does not proposed any changes to the current fee structure.

ADDITIONAL ITEMS

Update Regarding Story County Uniforms & Taxability Policy

Mr. Toot gave an overview of the policy and taxation of such items.



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ADDITIONAL ITEMS

Discussion of Personnel Action Process

Paul Toot

Mr. Toot gave an overview of 'Green Forms', longevity pay increase, termination, etc., stating that such actions will come before the Board of Health for approval in the future.

ADDITIONAL ITEMS

Discussion and Consideration of Local Public Health Services (LPHS) Application

Eileen Mullan

Ms. Mullan gave an overview of the LPHS application. Ms. Mullan proposed that the reimbursement rate be increased. Ms. Mullan proposed also continuing current monitoring of the program.

MOTION: Move to approve Local Public Health Services (LPHS) application. (MCU)

MOTION: Dvorak

SECOND: Paschen

STAFF COMMENTS:

None

BOARD COMMENTS:

Dr. Paschen suggested that at the next budget time the Director do due diligence with the H.R. Director ahead of time regarding salaries.

ADJOURNMENT: 4:19 p.m.



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Approval of Minutes

Title and Date