



## Story County Board of Health

# MINUTES

**DATE:** June 1, 2010  
**CALL TO ORDER:** 4:30 p.m.  
**LOCATION:** Administration Building  
900 Sixth Street, Nevada

Jane Halliburton, Chair	2010
John Kluge	2011
John Paschen, V. Chair	2011
Mark Speck	2012
Dorathy Twedt	2012

**ADJOURNMENT:** 5:49 p.m. \*Absent

**OTHER PEOPLE PRESENT:** Margaret Jaynes, Program Manager; Cathy Bazyliniski, Environmental Specialist 2; Angie Huisman, Recording Secretary; Eileen Mullan; Terri Olinger; Denise Denton

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### APPROVAL OF CONSENT AGENDA

1. Approval of Agenda
2. Minutes: January 19, 2010, March 2, 2010, and May 4, 2010
3. Affirm the action of the Chair for Amendment #3 to Contract #5880BT85 Public Health Emergency Preparedness and Response in the amount of \$1,291 on May 11, 2010.
4. Acknowledge the signature page for Contract #5880CO85 as signed by the Chair on April 19, 2010.

**MOTION:** Approve as amended to remove the January 19, 2010, March 2, 2010, and May 4, 2010 minutes. Kluge/Paschen (MCU)

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**PUBLIC FORUM:** Opened: 4:32 p.m. – Closed: 4:32 p.m.  
None.

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### QUARTERLY REPORTS & DISCUSSIONS:

1. Story County Environmental Health Department Regular Report – Margaret Jaynes

Ms. Margaret Jaynes presented her report via slide presentation; the report is part of the official record and may be viewed and inspected in the Environmental Health Department upon request.

Ms. Jaynes discussed the fiscal year stats and explained each total number of items since FY10 began in July 2009.

Ms. Jaynes explained a site visit to well example.

Ms. Jaynes discussed TOT inspections.

Ms. Jaynes noted she attended the coalition meeting where the ordinance adoption was discussed. Ms. Jaynes noted that a notice had been sent to a property near Slater regarding ongoing issue. Ms. Halliburton requested that Ms. Jaynes send a copy of the letter to Mr. Owen as well to keep him apprised of the situation.

Ms. Jaynes noted they chose not to renew the time of transfer inspectors licenses which are quite costly since Story County is not doing those inspections now.

Mr. Speck questioned what type of time-of-transfer inspections will be done by the County. Ms. Jaynes explained that the County is not allowed to do inspections, however we can enforce the results.

Ms. Jaynes outlined work towards bringing new staff on-board, with the posting of the office assistant position currently occurring. Ms. Jaynes also noted the Environmental Specialist opening is posted online as well as various other locations such as the community colleges and universities.

Ms. Jaynes requested that the Board consider bringing two more people on-board through a contract position through the end of the fiscal year. Ms. Halliburton asked whether Ms. Jaynes had spoken with Mr. Hansen.

Ms. Jaynes stated it would extend the work completed by the prior intern since he left sooner than expected.

Ms. Halliburton questioned whether Ms. Jaynes had considered purchasing computer software to accomplish such rather than the hand-drafting. Ms. Jaynes noted she had spoken to several other people and there isn't a good digital solution to the issue.

Ms. Halliburton requested that Ms. Jaynes provide a sample of the type of work she wants individuals to assist on. Ms. Jaynes indicated she could do such and reference the table completed and previously presented to the Board of Health.

Ms. Halliburton noted that Ms. Jaynes is working with the issue on a daily basis and knows exactly the needs, and asked whether Dr. Kluge and Mr. Speck would be willing to work with Ms. Jaynes and Mr. Hansen to identify opportunities.

Ms. Jaynes stated she has placed work orders to purchase new computer equipment and move office equipment around.

Ms. Jaynes addressed the complaints, addressed that it may be an opportunity for some of the issues to be forwarded to the Planning and Zoning Department now that the Code Enforcement Officer has been brought on-board.

Ms. Halliburton noted the first step would be to review the *Code of Iowa* and local ordinances and where the responsibilities of the cities and county lie. Ms. Halliburton noted this highlights the importance of good coordination with other departments, such as the experience through inter-agency review.

Mr. Speck commented on the condition of the mobile homes near the Moose Lodge and questioned who was responsible for the property. Ms. Jaynes noted that the owners are in the process of discontinuing the leases individually, and in the interim have fenced off the dangerous trailers.

Ms. Jaynes reported on the IDNR report on a hog trailer cleaning near Fernald and assistance regarding manure hauling.

Ms. Jaynes also explained the condemnation request in Collins, stating her assessment noted it was not a public health.

Ms. Jaynes noted that Ms. Bazylnski was addressing the asbestos removal issue at the Milford School.

Mr. Paschen requested additional information regarding the condemnation. Ms. Jaynes noted a public health nuisance didn't exist, but had it been present, the building could be condemned.

Ms. Bazylnski outlined the issues present at the Milford school site issues related to that property.

Dr. Paschen asked for clarification as to where and what authority the Board has regarding such matters. Ms. Halliburton replied that some situations are very clear defined authorities where others are not, and that reflects the necessity to be familiar with the requirements of the Iowa Code and local ordinances and work in collaboration with other entities.

Mr. Speck commented that he recalled the former Code Enforcement Officer in the Planning and Zoning Department would enforce on junk vehicles and such. Ms. Halliburton noted that did fall under that specific ordinance. Mr. Speck stated that he thought they would maybe have more power to enforce on some of these matters. Ms. Halliburton responded that is some situations that may be true, and stated she thought it may be beneficial to schedule some sort of a worksession to address such issues.

Ms. Jaynes stated that Cerro Gordo dropped contract regarding inspections of tattoo parlors and will no longer be doing Story County effective July 1<sup>st</sup>. Ms. Jaynes stated County staff will be monitoring to see if such work is being completed and decide later in the year whether to pursue such inspections.

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## 2. Homeward Regular Report – Eileen Mullan and Terri Olinger

Ms. Eileen Mullan summarized the reports as distributed. The report is part of the official record and may be viewed and inspected in the Environmental Health Department upon request.

Ms. Mullan addressed the community needs assessment and the groups continue to meet, results are being received and being tallied. Focus groups were scheduled for the previous week however cancelled due to lack of interest.

Ms. Mullan discussed the community health center noting that a committee is looking at it, waiting to submit a grant for funding.

Dr. Kluge asked who is funding the center. Ms. Mullan responded that a variety of funders are involved.

Ms. Mullan addressed the Sharepoint process to be used to submit proposals, execute contracts, etc., starting July 1<sup>st</sup>. Ms. Mullan she had just received a Memorandum of Understanding due on June 8<sup>th</sup> that she will forward to Ms. Halliburton.

Ms. Mullan referenced the financial report presented to the Board of Health and addressed various programs.

Dr. Paschen questioned when the flu taskforce meeting is scheduled. Ms. Mullan noted the pandemic is Tuesday at 8 am.

Ms. Mullan discussed public health standards previously discussed allowed with the modernization act.

Terri Olinger summarized the First Quarter 2010 (dated 6/1/2010) report presented to the Board of Health, which, by reference, is a part of the record, on file with the minutes in the office of the Story County Environmental Health Department.

Ms. Olinger noted the lead coalition approved the language of Chapter 68 regarding the lead ordinance and it was presented to Mr. Steve Owen for his review. Ms. Owen recommended approval of it.

Ms. Olinger stated the Board of Health would need to review, approve and publish the ordinance. Ms. Halliburton asked what Chapter 68 is, asking whether action by the Board would be the implementation of administrative rules rather than Code.

Ms. Mullan stated the Board needs to adopt as a condition of the contract.

**MOTION: Authorizing publication and setting date for public hearing of Chapter 68. Paschen/Speck (MCU)**

Ms. Halliburton asked whether the review of the proposed regulations could occur in September. Ms. Mullan responded that September would be appropriate.

Dr. Kluge asked if the action is adopting the State rules, why is it necessary to have a public hearing. Ms. Jaynes stated that it is a template for each local jurisdiction to adopt.

Ms. Olinger discussed senior health clinics, noting the cancellation of the McCallsburg clinic.

Ms. Olinger noted it was a light first quarter in regards to disease reports. Dr. Paschen questioned whether that particular individual was vaccinated. Ms. Olinger affirmed, but stated it was not vaccine preventable.

Ms. Olinger addressed disaster preparedness, volunteer wrap-up meeting, grant activities, and implementation of moving purchased PPE to storage facilities.

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### 3. Youth and Shelter Services Regular Report – Denise Denton

Ms. Denton noted school years were coming to an end, and highlighted activities at various school levels.

Ms. Denton described activities at local health fairs, dentists, display at North Grand Mall, and local festivities.

Ms. Denton commented that they are finishing the disaster media campaign, which refers to a grant given to them to follow up on disasters.

Ms. Denton reported on drug drop off in Nevada on April 24<sup>th</sup> with contributions of 113.2 pounds of drugs on that morning. She commented that this indicates the IDNR program encouraging pharmacies to take back what have is being successful.

Dr. Kluge noted that it is amazing coming back from Europe where it looks like all teenager is smoking. Ms. Denton responded that one of the best things that YSS has done to institute change is the smoke free dining, which is now a state law.

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#### **ADDITIONAL ITEMS:**

1. Status of Board of Health Requests

None.

2. Request the BOH's consideration to allow the Environmental Health staff to switch from a five-eight hours/day work week to a four-ten hours/day work week for the summer construction season, to begin June 7, 2010.

Ms. Halliburton asked whether Mr. Dave Hansen has been conferred with regarding this matter. Ms. Jaynes responded that she was told to discuss the matter with the Board of Health first.

Ms. Halliburton commented it was her belief that the days of the week were specified in Ordinance No. 110. Ms. Jaynes stated that other County departments work four ten hour days. Ms. Halliburton noted those departments are not subject to requirements of Ordinance No. 110, and fall under bargaining groups such as secondary roads.

Ms. Halliburton asked for clarification regarding the proposed schedule, and whether the department would be closed for one day each week. Ms. Jaynes noted the day off would be rotated and would result in extended hours for the department.

Ms. Jaynes noted that this was one of the recommendations of the Go Green Team adopted by Story County.

Ms. Jaynes questioned whether current employees are employees of the Board of Health or Board of Supervisors. Ms. Halliburton noted they fall under the Board of Health, but if it is in the ordinance, no action could occur until a later point in time.

Dr. Paschen questioned what could occur if the days are not specified in the ordinance. Ms. Halliburton responded that it would take action of the Board of Health.

Ms. Halliburton commented that she sensed it was a matter the Board of Health would like reviewed and commented that if such was possible, it would need to be coordinated with pay periods.

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**STAFF COMMENTS:**

None.

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**BOARD COMMENTS:**

Jane thanked in advanced the members of the subcommittee for their ongoing work.

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**ADJOURNMENT:** 5:49 p.m. Paschen/Kluge (MCU)

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Approval of minutes

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Title and date