

**Monona County Board of Health**

**MINUTES**

  X   **Regular Meeting**                   **Special Meeting**

**January 9, 2018**

**5:30 pm – 7:30 pm**

**Onawa Public Library, 707 Iowa Ave, Onawa, IA**

**BOH Members Present:** Kathleen Bonnes, Chair; Connie King, Vice-Chair;  
Dr. Tracy Kahl, Scott North; Mike Collison  
**BOH Members Absent:** none  
**MCPH Staff Present:** Kristin Schmidt, Administrator; Danelle Riley, Asst. Administrator  
**Others Present:** none

- I. Call to Order, Introductions – Kathleen Bonnes, Chair**  
Kristin wished the board a Happy New Year and thanked them for their dedication and time.
  
- II. Approval of Agenda for January 9, 2018**  
  
**Connie King made a motion to approve the agenda for this meeting as presented. Mike Collison seconded. All in favor. Motion carried.**
  
- III. Approval of Minutes of the November 13, 2017 meeting**  
  
**Scott North made a motion to approve the minutes of the November 13, 2017 meeting as presented. Kathleen Bonnes seconded. All in favor. Motion carried.**
  
- IV. Annual Forms for All Board of Health Members to Re-sign – Kristin Schmidt**
  - a. Conflict of Interest Policy
  - b. Accountability and Transparency PolicyThe members reviewed and signed these annual forms and returned to Kristin.
  
- V. Administrator Updates – Kristin Schmidt (informational only)**
  - a. **Board of Health Member Term Renewal – Kathy Bonnes**  
Kathy has agreed to serve another 3-year term on the board. The Board of Supervisors appointed her to another term which will go through the end of December 2020. We greatly appreciate her time and dedication over the years.
  
  - b. **First Day Hike at Lewis and Clark State Park – January 1**  
Many of Iowa’s State Parks were offering an organized hike through their parks on January 1, 2018. At our local state park, there was to be a 1.5 mile guided hike hosted by Iowa DNR. Public health collaborated with them by helping to promote this wellness event on our Facebook page and at various county meetings. Unfortunately due to the extremely cold weather that day, the event was cancelled.

c. **Live Healthy Iowa 10-week Wellness Challenge – January 22 – March 30**

As a reminder, last year, Monona County had 190 people participate (approximately 2% of our 8,898 population). This year, we are setting the goal at 3% of the population (266 participants). It usually takes several weeks before the LHI staff are able to sort the Monona County LHI teams and send them to Kristin so we don't know how many have registered at this time. Public Health is promoting through a press release, community flyer, Facebook and word of mouth at meetings, etc.

d. **BURR Walk and Health Fair – January 28**

- To “kick off” the 10-week wellness challenge, Onawa Chamber of Commerce and Monona County Public Health are hosting a Burr Walk and Health Fair on Sunday, January 28, 2018 starting at the Onawa Community Center. The health fair and kid's games will begin at 12:00p.m. The 1 ½ mile Burr Walk will begin at 1:00p.m. There is no registration cost for the walk this year in hopes that more people will join in the walk.
- There will be 9 agency's that have informational tables at the health fair (i.e. 1st Five Program, ISU Extension, Monona County Conservation, Burgess Health Center – MOG, Monona County Public Health, etc.)
- To entice people to attend, we will be having some giveaway items that will be drawn for (hat, gloves, healthy recipe calendars, (4) \$5 Carrier Coffee gift cards, t-shirts, (2) \$10 Chamber bucks, 1-month MOG membership, etc.).
- Public Health is promoting this event with a press release, on Facebook, email blast and at various county meetings.

e. **Public Health Core Functions/10 Essential Services Information**

Kristin explained that Diane Anderson, IDPH Regional Community Health Consultant, requested that each county in her region complete this document as IDPH is going to showcase this to our legislators to promote the various programs and initiatives that county public health departments oversee.

There are 3 Core Public Health Functions (assessment, policy development and assurance). Each of these have essential public health services that fall underneath of them, totaling 10 essential services. The document was reviewed by Kristin and she asked the members to read it in depth at a later time and to please use this document to promote the various programs and initiatives that Monona County Public Health provides for our county.

**VI. Elect Board of Health Chairperson and Vice-Chair for 2018 – Kristin Schmidt**

The members discussed and made nominations for the Chair and Vice-Chair positions for 2018.

**Mike Collison made a motion to elect Kathleen Bonnes as the Chair for another year. Scott North seconded. All in favor. Motion carried.**

**Kathleen Bonnes made a motion to elect Connie King as the Vice Chair for another year. Mike Collison seconded. All in favor. Motion carried.**

**VII. Learning for Life Program Update – Kristin Schmidt (informational only)**

a. **LFL Program Monthly Data Report – December**

Kristin reviewed the report and stated that Sara Gualazzi has been doing a fantastic job since she started in September 2017. Her goal is to have 24 families within her first year and she has 18 families at this time.

**b. Make a Meal Night Events**

The first of our three Make-a-Meal-Night Events is scheduled for Thursday, January 18, 2018 so it is right around the corner. Public Health is promoting this event with a flyer, press release, a paid Facebook ad, email blasts and at various county meetings. The flyer was distributed in kid's school backpacks and flyers were dropped off at various community businesses.

**c. West Monona School Giving Tree**

- The Learning for Life Program collaborated with the West Monona High School and Middle School to place a giving tree at the school. The presents collected were then given to the families enrolled in the Learning for Life Program as some of the families can't financially afford to buy their children many presents for Christmas.
- We received comments from several program family's that were very thankful for these gifts as they were then able to de-stress around the holiday's since they were able to provide gifts for their children.
- By decreasing stress levels, it decreases chances of child abuse and neglect which is the ultimate goal of the LFL program.

**d. Program Family Group Get Together**

The LFL Program held a Christmas group event for our program families. The families were able to come and visit with Santa Clause and Santa's Elf and make fun crafts. Each family was given a 5"x7" print out of their family picture with Santa. Some of the families stated that they were very grateful for this event as they didn't have enough money for gas right now to take their children up to Sioux City to visit with Santa this year.

**e. Resiliency Adverse Childhood Experiences Presentation – January 24**

At the next Monona County Wellness Coalition meeting on January 24, 2018, Nikki Ahart from the First Five Program will present the 45 minute Resiliency video. The board member were invited to attend. The resiliency video will talk about how toxic stress can impact a child's brain and how it can cause negative behaviors or health issues throughout the child's lifetime. Even if a person has experienced ACE's in their life though, they can be resilient and lead a normal life by: asking for help, developing trusting relationships, and forming a positive attitude.

**f. West Central Community Action Early Home Visiting Program**

Kristin told the board that we had just been informed that West Central Community Action is starting an early home visitation program in Monona County. There was a discussion of the duplication of services since this program is almost identical to our Learning for Life Program. Scott North suggested the Board of Health send a letter to the Head Start board expressing their concerns. It was decided that Kristin would contact the West Central Community Action Executive Director to discuss.

**VIII. Environmental Health Program Update – Kristin Schmidt (informational only)**

**a. National Radon Action Month**

January is National radon action month. To raise awareness of the dangers of radon exposure, Sandy Bubke 1) developed a press release and 2) developed a proclamation which the Board of Supervisor's signed to declare January as National Radon Action Month in Monona County.

**b. Mosquito Surveillance Final Report**

The members reviewed the report and were interested to see the numerous species of mosquitos that are in our county.

**IX. FY2018-19 Public Health Budget – Kristin Schmidt**

**Parent Educator Hourly Rate Increase Discussion**

Kristin stated that the Auditor asked all departments to include a 3% cost of living increase into our FY19 budgets for the Board of Supervisors review. We have put together 2 budget options for you to review.

- 1<sup>st</sup> option: Includes where we expect our budget to end up at the end of FY18 and what we forecast for FY19.
- 2<sup>nd</sup> options: Includes what the 1<sup>st</sup> option did but it also includes a 6-month wage increase of \$0.50 per hour, in FY18, for Sara Gualazzi. This wage increase would start March 5, 2018. Kristin stated that she is recommending this option because of the outstanding work that Sara is doing. Additionally this will ensure that we retain qualified staff that the families can rely on so we can continue to grow our LFL Program and continue to receive our grant funding.
- When we apply for the FY19 ICAPP/CBCAP grant and potentially hire a new part-time LFL Parent Educator in July 2018, Kristin will look to Sara to act as the Lead Parent Educator by assisting in training/mentoring the new hire and by helping the new hire with recruitment of their own families.

**Dr. Kahl made a motion to approve the increase for Sara Gualazzi of \$0.50 per hour starting March 5, 2018. Kathleen Bonnes seconded. Mike Collison abstained due to possible conflict of interest. All others in favor. Motion carried.**

**Mike Collison made a motion to approve Option 2: FY18 Estimated Budget and FY19 Budget with the 3% Cost Of Living increase as presented. Connie King seconded. All in favor. Motion carried.**

**X. FY2018-19 Environmental Health Budget – Kristin Schmidt**

As stated above, the Auditor asked all departments to include a 3% cost of living increase into our FY19 budget proposals for the Board of Supervisors review. The environmental budget was reviewed and discussed.

**Connie King made a motion to approve the Environmental Health/Zoning FY18 Estimated Budget and FY19 Budget with a 3% Cost Of Living increase for FY19 as presented. Kathleen Bonnes seconded. All in favor. Motion carried.**

**XI. Financial Reports – Danelle Riley**

The October 2017 and November 2017 Accounts Receivable and Reconciliation Reports were presented and reviewed by Danelle.

**Dr. Kahl made a motion to approve the October and November Financial Reports as presented. Scott North seconded. All in favor. Motion carried.**

**XII. Next Meeting:** Proposed next meeting date is Monday, March 19, 2018. Dr Kahl is going to check her calendar, not sure she is available.

**XIII. Adjournment – Meeting adjourned at 8:45 pm.**

**Respectfully submitted:** Danelle Riley

**Title:** Administrative Assistant / Assistant Administrator