

**Monona County Board of Health**

**MINUTES**

**X Regular Meeting      \_\_\_\_\_ Special Meeting**

**March 26, 2018**

**5:30 pm – 7:30 pm**

**Monona County Courthouse, 610 Iowa Avenue, 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:** Diane Anderson, IDPH RCHC;  
Lynne Smith, Public Health Emergency Preparedness Manager

**I. Call to Order, Introductions – Kathleen Bonnes, Chair**

**II. Approval of Agenda for January 9, 2018**

**Mike Collison made a motion to approve the agenda for this meeting as presented. Connie-----seconded. All in favor. Motion carried.**

**III. Approval of Minutes of the January 9, 2018 meeting**

**Dr. Kahl made a motion to approve the minutes of the January 9, 2018 meeting as presented. – Scott North seconded. All in favor. Motion carried.**

**IV. Administrator Updates – Kristin Schmidt (informational only)**

**a. Save Your Brain Initiative**

MCPH is partnering with IDPH on a ‘Save Your Brain’ campaign to help older Iowans reduce their risk for dementia by up to 70%. We are promoting this through a newspaper article, on Facebook and by distributing a flyer throughout the county.

**b. Live Health Iowa 5K Walk/Run**

Live Healthy Iowa is partnering with 19 communities across Iowa to host this walk/run. Onawa is one of these communities! It will be held Saturday, April 14, 2017 at Lewis and Clark State Park. LHI 10 Week Wellness Challenge participants (adults) receive a \$10 discount. To receive your discount, enter 5KLHI2018 when you’re registering. Fee includes: T-shirt, race number, finisher medal, post-race refreshments, opportunity to win awards

**c. West Monona Wellness Committee**

Kristin has been asked to serve on the WM wellness committee again this year. On April 5<sup>th</sup>, the committee will be meeting to review the current wellness policy and then to recommend future goals. Great opportunity: by helping to set the school’s wellness goals, I can get public health and the Monona County Wellness Coalition more involved with these projects

d. **HCCMS Health Services Update Report**

Crawford County Public Health is the fiscal agent for various regional grant services provided in the HCCMS (Harrison, Cass, Crawford, Monona, Shelby) area. Kristin reviewed the fiscal year-to-date services provided in Monona County through the Maternal Health, Family Planning, 1<sup>st</sup> Five, I-SMILE @ School, Preschool Oral Health, and Child Care Nurse Consultant Programs with the board of health. Currently, MCPH promotes our Family Planning services at various public areas around the county: schools, laundromats, post office, etc. We also use newspaper articles and Facebook. Kristin asked the board members that if they had any other ideas for “education and outreach” opportunities that we could take advantage of and share with Crawford County.

Mike asked if the City of Onawa ever started adding fluoride to the water. Kristin let them know that the I-SMILE Coordinator had followed up with the Mayor of Onawa several times and was not successful at getting the city council to resume this great public health practice.

V. **Emergency Preparedness Program Update – Lynne Smith**

At this time we want to increase your awareness of the Monona County Public Health Emergency Operations Plan and to introduce the All-Hazards Public Health Emergency Response Plan (ERP). The ERP was developed to summarize our public health emergency preparedness annexes A-M into a document that will function as an easy reference point for our public health team in the event of an emergency. The ERP, Attachment A: Monona County Public Health Special Needs Mass Care Sheltering Supervision, and Attachment B: Monona County Public Health Animal Care and Shelter documents were emailed to the board members and presented in hard copy at the meeting. Lynne outlined public health’s role in different kinds of emergencies and explained that the agency works with the county Emergency Manager (EMA), Burgess Health Center, and other medical service providers and first responders to plan and practice how to respond to different kinds of emergencies.

Part of the Lynne’s job is to train the rest of the public health staff and other community partners how to respond to various emergencies. To that end he developed a county-wide emergency preparedness exercise which took place in October. It was a very intense and time consuming process to develop and then contact and coordinate with all of the potential participants and find persons willing to be “Evaluators” of each category of participant to see how they did in meeting their objectives for the exercise. Lynne met with Patrick Prorok, Monona County EMA and Claudia Boss, Burgess Health Center as often as possible during the development of the exercise to utilize their expertise in this field. There were 26 organizations involved including public health, EMA, EMS, hospital, all 3 nursing homes in our county, volunteer fire department, citizen volunteer “victims” and many more. When public health activates our Incident Command System (ICS) we are tasked with creating an After Action Report which is to be shared with all participants involved in the exercise or actual emergency event as a quality improvement tool for updating their emergency operations plans. The After Action Report was 50 pages long and took almost as many hours to properly develop as the exercise itself but it was all worth it when the participants expressed their gratitude to Lynne and the others for developing this exercise and inviting them to be a part of it. Public Health in this county will continue to reach out to all community partners to forge those relationships that are so important in keeping our small rural communities safe and informed in any kind of emergency.

**Scott North made a motion to approve the All Hazards Public Health Emergency Response Plan as presented. Connie King seconded. All in favor. Motion carried.**

## **VI. Learning for Life Program Update – Kristin Schmidt**

### **a. LFL Parent Educator Workload Policy Updated**

Our various LFL policies include Parents as Teacher's curriculum requirements that we need to comply with in order to continue to be able to use the PAT program model and continue to receive funding from our funders. This policy was adopted in 2014 and we are updating it to remove the caseload restriction for first year LFL Parent Educators as this restriction is not a PAT program requirement at this time.

**Mike Collison made a motion to approve the updated LFL Parent Educator Workload Policy as presented. Dr. Kahl seconded. All in favor. Motion carried.**

### **b. Make a Meal Night Events (Informational only)**

Two of the 3 events have already taken place and were very successful. On January 18<sup>th</sup> 31 people attended at the Mapleton Community Center and on March 15<sup>th</sup> 40 people attended at the Whiting Community Center. The attendees have been having a great time at these events. They are learning:

- Food handling tips such as, knife skills, refrigeration requirements for various foods, reducing accidents in the kitchen, etc.
- How to get the entire family involved in making the meal as a quality time together
- Searching for the best deals at the grocery store
- Different recipes

The last event is scheduled for Thursday, May 3, 2018 from 5:30 – 7:30 p.m. at the Soldier Community Center. Currently 31 people are registered, but we could take up to 40, so if you know of anyone else that is interested in registering, please remind them to RSVP. We will continue to promote this upcoming event in the newspapers, on Facebook and at community events.

### **c. April is Child Abuse Prevention Month (informational only)**

The ultimate goal of our LFL Program is to reduce child abuse and neglect. We do this by 1) providing parents with parenting techniques, 2) connecting them with community resources and social support systems, and 3) helping them to get their child ready for school emotionally as well as academically.

To kick off the Child Abuse Prevention Month:

1. We are hosting an Easter egg hunt/sidewalk chalk art event for our program families on Thursday, 3/29 at 5:30 p.m. on the Courthouse lawn.
2. We will be displaying Prevent Child Abuse Pinwheels (national symbol for child abuse prevention) Gardens at the Courthouse and the schools in the county.
3. Make and display tabletop stands at various restaurants to give helpful conversation starter ideas to families with young children.

### **d. ICAPP Grant Application**

This agency has never before applied for the ICAPP grant and it has been time consuming and we have been working on these objectives over the last several months:

1. The Monona County Child Abuse Prevention Council was developed because it is a requirement to be able to receive ICAPP funds. Specific professional fields are required to serve on the council (healthcare, early childhood, domestic violence, etc.)
2. Writing, revising and submitting the grant application to Prevent Child Abuse Iowa by 3/19 which had more physical rules for the document than the IDPH grants we that we apply for annually such as: specific font size, font type, number of pages allowed, ordering of documents, how many copies, how many envelopes, etc.

With this grant application, we have asked for \$62,504 in funding. If we receive this funding, we will be able to hire a part-time LFL Parent Educator so we can serve more families in our county. Some of

this funding will also go towards funding the HMS LFL Quality Supervisor position. We should hear back towards the end of May on their “intent to award” either in full, in part, or none at all.

**Dr Kahl made a motion to approve the ICAPP Grant Application. Connie King seconded. All in favor. Motion carried.**

**VII. Financial Reports – Danelle Riley**

The December 2017 and January 2018 Accounts Receivable and Reconciliation Reports were presented and reviewed by Danelle.

**Dr. Kahl made a motion to approve the December and January Financial Reports as presented. – Kathleen Bonnes seconded. All in favor. Motion carried.**

**VIII. Next Meeting:** Proposed next meeting date is Monday, May 21, 2018.

**IX. Adjournment – Meeting adjourned at 7:40 pm.**

**Respectfully submitted:** Danelle Riley

**Title:** Administrative Assistant / Assistant Administrator