



# Minutes for Guthrie County Board of Health

## Guthrie County Health Services

October 4, 2023 Regular Meeting

### Present

- A. Board Members: Dr. Steven Bascom, Jan Mueller, Peg Snyder, Bill McDermott
- B. Director: Jotham Arber
- C. Staff member: Jo Rasmussen, Sherri Gruwell
- D. Guest: Paula Spies, Christy Jenkins, Brian Johnson

**Call to Order** - Dr. Steven Bascom, chairman opened the meeting at 7:15 p.m.

### Board Minutes

- September 6, 2023 and September 18 special meeting minutes were reviewed.
  - Motion by McDermott second by Snyder to approve minutes. Motion carried.

### Financial Report

- **Environmental Health**
  - Arber reviewed the financial report.
  - Arber noted that we \$80,000 more this year from Grants to Counties to be used toward the well plugins for the four counties.
  - For the annual inspection fees at Lake Panorama there is only 120 people who haven't paid. Past due invoices will be sent out this week. Arber noted that next year will send the invoices out in June.
- **Public Health**
  - Arber reviewed the financial report.
  - Jotham explained Value Based Health Care for Medicare. The higher the rating a home health agency has the more Medicare will pay per episode. Currently our agency is ranked at three stars, which is good. The goal for the staff is to get to 3.5 or 4 stars which will increase the amount of revenue per episodes.

### Department Activity Report

- Activities for Public Health and Environmental Health
  - Monthly reports of services provided were reviewed.
  - First time we were able to go into the Audubon School for staff and students.
  - The Panorama Schools will let us give shots for the elementary aged students.
  - We have received a request for Yellow Fever Vaccine for a group in Audubon going on a missionary trip. We will work with Polk County to see if we can get it from them.
  - Arber noted there was an issue with an animal bite this week. A farmer was bit by two dogs in which he had to have stitches. The current home owner was housing the dogs for her adult children. Will probably have to have the county sheriff go out and remove the animals and put in shelter for 10 days.
- Activities for Social Worker
  - Monthly reports of services provided were reviewed.
- Epidemiology Report
  - Arber gave an update on communicable disease activities.

### Old Business

1. Fall Health Fair update
  - Arber noted the Health Fair in September was a success with twenty vendors participating.
  - The event was very well attended by all ages.
  - It was great to work with another county department and appreciate their participation.
2. Update on COVID vaccine
  - Vaccine should be ordered by the end of the week for ten doses of Moderna.

- The first set of vaccine we purchase we can use the money that we received from Ten Squared Covid money. If anymore is purchased it will be paid from our general budget.
  - We have received VFC COVID vaccine for children’s program to be used for children.
3. EMS update
- Arber gave an update on the EMS Advisory Committee.
    - A proposal will be sent to all cities and townships in Guthrie County and townships.
    - The proposal is for the next five years. The goal will be to hire an EMS Coordinator, create a strong First Responder Volunteers, and eventually have a combined county wide service.
    - The proposal will be presented to the Board of Supervisor before December, 2023.

**New Business**

1. Evaluation for Director Jotham Arber
  - Two evaluation forms were shared with the board members.
  - One of the forms is what the BOS has been using for department head evaluation.
  - Consensus is to use the same form that the BOS. Jo will send Mike the form.
  - Dr. Bascom would like to have the forms to him at his office by the end of the October. Will present the information at the November meeting.
2. Employee spotlight
  - Arber introduced Sherri Gruwell. She was hired in March for the HOPES program. She has one more training to participate in but she has been seeing families for the HOPES program.
3. Partnership 4 Families and Hopes program presentation by Cindy Duhrkopf
  - Duhrkopf shared a presentation on the Partnership 4 Families and HOPES on the Annual Report.
  - Early Childhood Development funding is one of the programs that will be affected by the regionalization by the State of Iowa.
  - Dr. Josh Strehle and Pastor Trevor Nunn represent Guthrie County on the Partnership 4 Families Board.
4. Employee retirement
  - Shirley Brown our health aide that lives in Cumberland has given notice that she will be retiring in January, 2024. We will start the hiring process in November and hopefully can find someone in the Audubon/Atlantic area if we can.

**Policy Review**

- None for this meeting

**Other**

- Paula Spies with New Opportunities shared the Health Program report.

**Next Schedule meeting dates**

- Next meeting will be November 1, 2023 at 7:00 p.m.

Meeting closed at 8:37 p.m.

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Representative of Board of Health

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Board Secretary