



# Minutes for Guthrie County Board of Health

## Guthrie County Health Services

November 1, 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, Kent Irwin
- D. Guest: Christy Jenkins

**Call to Order** - Dr. Steven Bascom, chairman opened the meeting at 7:00 p.m.

### Board Minutes

- October 4, 2023 minutes were reviewed.
  - Motion by McDermott second by Mueller to approve minutes. Motion carried.

### Financial Report

- **Environmental Health**
  - Arber reviewed the financial report.
- **Public Health**
  - Arber reviewed the financial report.
  - Arber noted that we will have to ask for a budget amendment from the Board of Supervisors. This is due to the extended contract with the State of Iowa for funding with the IT, Confinement, Equity and Response Grants through December 31, 2023.

### Department Activity Report

- Activities for Public Health and Environmental Health
  - Monthly reports of services provided were reviewed.
- Activities for Social Worker
  - Monthly reports of services provided were reviewed.
- Epidemiology Report
  - Arber gave an update on communicable disease activities.

### Old Business

1. Update on COVID vaccine purchased
  - Arber reported we finally got our vaccine shipped to our office from Moderna Direct. Ten doses were purchased through Moderna Director for \$113.00 a vial. It took over three weeks to receive.
  - Another company called BluPax assisted us in getting our vaccine one week earlier for \$110.00 per vial.
  - BluPax was able to ship the doses out within 24 hours after ordering.
  - Discussion was held on purchasing another ten doses to take care of the waiting list.
  - Medicare and Wellmark can be charged a \$40.00 administrative fee for each vaccine as well as the cost of the vaccine.
2. Evaluation for Director Jotham Arber – moved to December meeting
  - Evaluation will be in December so all board members will be present.
3. EMS update
  - Arber gave an update on the EMS Advisory Committee. KCCI TV-8 news interviewed Arber and Mike Dickson on the process of EMS essential services.

### New Business

1. Grants to Counties Report
  - Arber stated that according to guidelines for the State of Iowa Grants to Counties there is a requirement that a report must be given two times in a fiscal year to the Board of Health members.
  - Arber noted that the State might be changing how we can bill the Grants to Counties to include salaries.

2. Health Improvement plan for Guthrie County

- Arber gave a report on the Health Improvement Summary for Guthrie County. The report showed the top five issues are access to care, mental health, nutrition/physical activity, heart disease/stroke and substance use.
- Arber noted that he had a meeting with the local school administrators. Their biggest concern was lack of mental health services for schools.

**Policy Review**

- None for this meeting

**Other**

- Employee spotlight – Kent Irwin – Deputy Director of Emergency Preparedness and Part Time Environmental.
- Christy Jenkins gave an update on programs she is involved in with New Opportunities.
- Arber discussed raises for this staff with the board members. Recently the Board of Supervisors have given mid-year raises to a couple of departments. He had a few employees express concerns about these raises. Two employees felt they have more education and more years of service. Arber would like to go to the Board of Supervisors and talk with them about increasing wages at budget time.
  - There was consensus by the board members to go ahead and visit with the BOS about reviewing employee raises. Have a wage discussion and do the raises within the next budget year instead of mid-year.
- AED units are ready to be distributed There will be trainings for those business, churches, and such that will be receiving the AED units.

**Next Schedule meeting dates**

- Next meeting will be December 6, 2023 at 7:00 p.m. There will be an Our Community Foundation meeting in December prior to the Board of Health. Dr. Bascom will be gone but Jan Mueller will run the meeting and give the evaluations.

Meeting closed at 8:15 p.m.

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Representative of Board of Health

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Board Secretary