



# Minutes for Guthrie County Board of Health

## Guthrie County Health Services

April 3, 2024 Regular Meeting

### Present

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

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

### Board Minutes

- March 6, 2024 minutes were reviewed.
  - Motion by McDermott second Mueller to approve minutes. Motion carried.

### Financial Report

- **Environmental Health**
  - Arber reviewed the financial report.
    - Discussion was held on Environmental Health's health insurance line item.
      - Rasmussen reported that she contacted the County Auditor on why the health insurance line item was almost at 100%. The auditor explained she forgot to add in the portion of Jotham Arber, Jo Rasmussen and Paula Sheeder's health insurance.
    - The fuel line will probably go over from the budgeted amount.
    - Stringham stated the water tests will be sent to the lab via UPS instead of the Post Office. UPS will get them delivered overnight and cost less.
- **Public Health**
  - Arber reviewed the financial report.
    - Arber noted that we have requested a budget amendment to cover the cost of the IT, Equity and Response grants for \$65,000.

### Department Activity Report

- Activities for Public Health/Environmental Health/Social Worker
  - Monthly reports of services provided were reviewed.
- Epidemiology Report
  - Arber gave an update on communicable disease activities.
- Mike Stringham presented a Summary of Activity for Environmental Health
  - Summary of Activities for January through March 2024. The presentation meets one of the requirements for the Grants to Counties.

### Old Business

1. Remodeling project for the Public Health office
  - Arber shared a draft of the drawing for remodeling the Public Health office. Funding is coming from the Heart of Iowa Mental Health Region. Brandon Thompson will be in charge of getting bids.

### New Business

1. Review of FY25 Grant proposals
  - Arber and Rasmussen shared the FY25 grants for which they have applied.
    - Immunization Grants Allocation:
      - Audubon \$7,070 and Guthrie \$8,080
    - Elderbridge Area Agency Grants funding requested:
      - Audubon – Homemaker \$6,000; Personal cares \$8,000; Respite \$2,000; Health Promotion \$1,250 and Behavioral Health \$1,000

- Guthrie – Homemaker \$13,000; Personal cares \$12,000; Respite \$5,000; Health Promotion \$2,000 and Behavioral Health \$2,000
  - HOPES Grant a request for funding of \$128,000. For FY24 we received \$98,000.
  - Local Public Health Service Grants allocation:
    - Audubon \$26,841 and Guthrie \$37,456
- Motion by Mueller seconded by Snyder to approve the FY25 grant report. Motion carried.

### **Policy Review**

- County Wide Ordinance for Animal Bites
  - Arber presented a draft copy for a County wide vicious and dangerous animal ordinance. He reported that he has researched other Counties’ ordinance and guidelines. He has a template from the American Veterinary Medical Association and the Lake Panorama ordinance.
  - Discussion was held on definitions of dangerous and vicious dogs, who would oversee the ordinance, who will enforce the policy and where would we impound the dogs if needed.
  - Discussion was held by board members on presenting these ordinances in sections. Motion by McDermot seconded by Mueller to adopt Section 3 Dangerous Dog Requirements as an initial start of the ordinance and present this to the Guthrie County Board of Supervisors. Motion carried.
  - The Board of Health members suggested that Section 2 Investigation requirements #2.1 include the person has 48 hours to report a bite.
  - The Board of Health members suggested that Section 2 Investigation Requirements #2.2 should state the agency has 24 hours to start an investigation once a bite has been reported. Discussion was held using the term “business days” but it was tabled until next month.
  - During discussion on Section 2 Investigation Requirements #2.4 the question was raised if the policy needs to include an appeal process. Arber will ask the county attorney for input.
  - Arber will rework the draft and present the rest of the policy at the May meeting.

### **Other**

- Employee spotlight – none presented at this meeting
- Paula Spies gave an update.
- Christy Jenkins gave an update.

### **Next Schedule meeting dates**

- Wednesday, May 1, 2024 at 7:00 p.m.

Meeting closed at 8:25 p.m.

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Representative of Board of Health

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Board Secretary