



Minutes for Guthrie County Board of Health

Guthrie County Health Services

September 4, 2024 Regular Meeting

Present

- A. Board Members: Jan Mueller, Peg Snyder, Mike Dickson, Dr. Steven Bascom
- B. Director: Jotham Arber
- C. Staff member: Jo Rasmussen, Mike Stringham
- D. Guest: Cindy Duhkorf, Christy Jenkins, Kayla Lahr

Call to Order - Chairman Dr. Steven Bascom opened the meeting at 7:12 p.m.

Board Minutes

- Minutes for July 2024 were reviewed.
 - Motion by Snyder second by Mueller to approve minutes for July 3, 2024 regular meeting. Motion carried.

Financial Report

- **Environmental Health**
 - Arber reviewed the financial report.
 - Arber noted the Board of Supervisor allocated 50% of the budget for FY25. The current report shows 100% of the budget.
 - The State of Iowa Grants to Counties reimbursement rates went up as of July 2024
 - Well Pluggings will pay \$800.00; Cistern pluggings will pay \$500; Well Rehabs will pay \$2,400; Shock Chlorinations will pay \$500; Well Assessments will pay \$700.
- **Public Health**
 - Arber reviewed the financial report.
 - Arber noted the Board of Supervisor allocated 50% of the FY25 budget. The current report shows 100% of the budget.

Department Activity Report

- Activities for Public Health/Environmental Health/Social Worker
 - Monthly reports of services provided were reviewed.
 - The Guthrie County Sheriff's office is now taking a more active role in reporting and investigating animal bites.
- Epidemiology Report
 - Arber gave an update on communicable disease activities.
- Grants to Counties presentation by Mike Stringham
 - A summary of activities for April - June 2024 was reviewed.

Old Business

1. Update on Social Worker/Mental Health Therapist
 - Arber noted that he should have a final draft of a job description for a Social Worker ready to be reviewed at the October meeting. This position will be partially funded by the Guthrie County Hospital so the job description will need be reviewed and approved by it as well.
 - Maggie Armstrong, BOS member, presented a proposal to the Heart of Iowa board members. The proposal included remodeling the Exira office for Audubon County, a possible Stuart office space for mental health counseling and the Guthrie Center office remodeling project. The proposal was for \$110,000. They seem to be in agreement with the plans and thought they could fund quite a bit of it. The Heart of Iowa will officially vote in October on the proposal.
 - Jenny Jessen finished all of her requirements and passed her boards. She is now a fully licensed LISW.
2. Update on remodeling process for Guthrie office

- Arber reported that Heart of Iowa has approved funding to remodel the Guthrie and Exira offices. Arber has been planning with Brandon Thompson on when the remodeling will happen. The Environmental Health department and the EMA will stay in this building. The rest of the staff will be officed out of the Exira and Audubon offices and the old Sheriff's office at the courthouse.
- 3. LPA On-Site Waste Water billing process
 - The annual invoice has been sent out to LPA property owners. Many of the residents are changing to receiving their invoice via email instead of a paper mailing. Arber and Rasmussen are reviewing a software to use to send the invoices out next year to make the process less tedious.
- 4. Behavioral Health Map
 - The proposed draft of the Behavioral Health regional map was reviewed.

New Business

1. New truck for Environmental Health
 - A new Chevy truck was purchased for Justin Downing. The cost of the truck was \$31,000 and the funding came out of the Maintenance Budget. The cost will be accounted for in the charges to the other counties. Also, a new trailer and a new skid loader were purchased. The loader has been great. It can dig out D-boxes.
2. Medicare Survey results for FY24
 - Arber reported on the conclusions from survey done on August 5th- 7th. The surveyors only found three areas for which we need to do corrective actions. They were very pleased with our staff and their client care and how well we are meeting the standards. It was the best survey since Arber has been here.
3. Environmental Health Repair Permit Price Increase
 - Arber would like to propose raising the Major Repair Permit price from \$80.00 to \$120.00. Motion by Mueller seconded by Snyder to increase the Major Repair Permit rate from \$80 to \$120. Motion carried.
4. Environmental Health Cost Report
 - Arber noted that the Environmental Health Cost report resulted in the hourly rate increasing \$3.00/hr. We are now charging \$39.39.

Policy Review

- County Wide Ordinance for Animal Bites
 - Arber noted that the county attorney is reviewing the policy.

Other

- Employee spotlight – none presented at this meeting
- Kayla Lara with the I-Smile Program with Crawford County gave a year-end report for Guthrie County. Discussion was held on the funding for preschool screenings.
- Christy Jenkins gave an update on Behavioral Health and changes with the State of Iowa.

Next Schedule meeting dates

- Wednesday, October 2, 2024 at 7:00 p.m.

Meeting closed at 8:17 p.m.

Representative of Board of Health

Board Secretary