



## **PUBLIC HEALTH**

---

**Sam Jarvis, Acting Director**

**Board of Health**  
**Joni Bosch, PhD, ARNP**  
**Tatiana Izakovic, MD, MHA**  
**Zachary Pollock, PharmD, MS**  
**Bonnie D. Rubin, MLS, MBA, MHA**  
**Peter D. Wallace, MD, MS**

### **JOHNSON COUNTY BOARD OF HEALTH**

**June 16, 2021**

**MEETING MINUTES**

**4:00 pm**

**Call to Order:** Peter D. Wallace, MD, MS, called the meeting to order at 4:00 pm.

**Roll Call:** Peter D. Wallace, MD, MS; Joni Bosch, PhD, ARNP. Via Teleconference: Zachary Pollock, PharmD, MS; Tatiana Izakovic, MD, MHA. ABSENT: Bonnie D. Rubin, MLS, MBA, MHA.

**Staff:** Sam Jarvis, Acting Director; Kate Klefstad, Clinical Services Manager; James Lacina, Environmental Health Manager; Kristin Meyer, Business Manager; James Bechtel, Systems Analyst; Alissa Sotzen, Account Clerk I; Susan Denny, Secretary II. Via Teleconference: Sarah Dirks, AWHSC; Debbie Ackerman, Data Specialist

**Others Present:** Lynn Rose, Assistant County Attorney, DJ Castelein, HR; Lora Shramek, HR

**Approval of Minutes:** Motion by Bosch to approve the May 19, 2021 meeting minutes and the May 26, 2021 Special Meeting minutes; seconded by Izakovic. The motion passed unanimously.

Wallace reported a press release announcing the National Association of City & County Officials awarded a NACCHO Bronze award recognizing JCPH for innovative development of a contact tracing system and thanked the many staff involved in the program.

**Next Regular Meeting Date and Time:** July 21, 2021 at 4:00pm in Conference Room 203 at the Health and Human Services Building.

**Citizen Comments / Questions / Issues:** None

**New Employee Introductions:** None

**DISCUSSION / PRESENTATION(S):** None

#### **ACTION ITEMS**

##### **Expenditures Over \$3,000:**

- **21-08 Learfield Advertising:** Jarvis asked for approval for up to twenty-five thousand dollars of grant funds from the Public Health Emergency Preparedness (PHEP) Amendment – Crisis Response Funding to promote vaccinations for COVID-19 in a joint marketing campaign through Learfield IMG College; a large sports marketing company along with public health departments in Polk, Story and Blackhawk counties. Wallace asked if Learfield approached Polk County. Jarvis responded Polk County approached Learfield and then asked JCPH to join a collaborative coalition of larger counties with major universities. Promotion ideas include using group messaging to appeal to rural areas and younger adults. Meetings between

counties, university partners and Boards of Health have been held to discuss the collaboration. Learfield will update counties at a future date regarding a tiered approach for funding the project. Bosch asked about using incentives. Jarvis explained grant funds cannot be used for incentives, but JCPH has approached some local partners who showed interest in using incentives to promote vaccinations. Pollock asked if there was a timeline for beginning the marketing campaign. Jarvis responded there is not a timeline in place, but the intention is for the campaign to begin in the upcoming football season. Wallace added Learfield also markets basketball as well as football, which may be beneficial in the fall and winter months when there may be surges of COVID-19. Pollock asked what marketing is being proposed for the requested funds. Jarvis explained counties considered an initial figure of ten thousand each, which would provide only limited marketing with Learfield. Approval of up to twenty-five thousand may provide better options. Jarvis will update BOH members as more information is available. Pollock requested more detail on Learfield's marketing plan.

**Motion** by Bosch, to approve spending of up to \$25,000 in PHEP Crisis Response Funding for marketing campaign promoting vaccination with other public health departments through Learfield; seconded by Izakovic. Pollock abstained. The motion passed.

### **Applications, Contracts and Agreements:**

#### **OTHER**

- **PHEP Equity Grant - \$197,216 – Contract End Date March 31, 2022**

Jarvis reported JCPH was awarded an additional Public Health Emergency Preparedness (PHEP) grant ending March 31, 2022. Jarvis summarized total grant awards through PHEP for Immunization, Crisis Response, and Equity. The state stipulates 50% of these funds to be spent through community partners to ensure funds strategies for vaccinations. Jarvis is looking at larger sub-contracts to be awarded to larger community partners and smaller awards to supporting partners serving rural areas who are able to work within the states requirements. Funds need to be allocated by March 31, 2022. Jarvis will update the BOH on spending.

- **Public Health Accreditation Board (PHAB) Annual Report:** Jarvis reported the extension requested in February for submitting sections one and two of the second annual report, will be due June 30, 2021. The submitted report covers the period from March to March. Both reports are now complete. He noted the second year report is lacking in some areas, mainly due to the pandemic. PHAB recognizes the shift in work over the last year and adjusted priorities. He asked the BOH to approve both reports and their submittal.

**Motion** by Pollock to approve Sections 1 & 2 and submit the PHAB Annual Report; seconded by Bosch. The motion passed unanimously.

- **Early Childhood Iowa (ECI) Grant Award FY22 – CCNC & RFP for FT Nurse Position:**

Klefstad reported on the application for funding for FTE support for the Child Care Nurse Consultant (CCNC). The request was reviewed on May 20, 2021. ECI requested additional information and awarded half the requested support funding on June 3, 2021.. Currently, the CCNC is working fulltime from March through June. The need for a continued full time position, especially with added support required for CCNC services during the pandemic, and the increase in the number of facilities, will now continue with the ECI 0.5 FTE funding together with the current 0.5 FTE funding through taxpayer dollars. Klefstad stressed there is no additional taxpayer burden. She is proposing in the next week an additional 0.5 FTE RN position to the BOS. This will combine with an open 0.5 FTE position currently vacant for an additional FTE position. She also commented now that ECI has awarded this funding to JCPH, our status as a regular contract holder will make it significantly easier to apply for additional ECI funding opportunities.

- **Administrative Bargaining Unit -Update:** Jarvis updated the BOH members on the current status of the Administrative Bargaining Unit, which was not recertified in an October, 2020 vote. The Public Employees Review Board overruled an objection filed by nineteen petitioners. Johnson County will honor the

Johnson County Board of Health Meeting Minutes  
June 16, 2021

current bargaining agreement until June 30, 2021. Administrative Units affected will be subject to non-bargaining pay-grading as of July 1, 2021.

- **Director's Search – Update:** DJ Castelein updated BOH members on progress with the search for a JCPH Director. On June 14, 2021 HR met with Dr. Wallace and emailed a schedule to other BOH members. The on-site second round interviews will be conducted on Tuesday, June 29, 2021. Candidates will rotate panels and presentations for Community Partners, BOH members, and JCPH staff. Castelein will email the final interview questions to BOH members on June 28, 2021 by 10:00 am. She reviewed the schedule with BOH members. HR emailed Community Partners but received only two responses, but is hoping for more and asked for suggestions to be emailed by BOH members. Pollock asked to be provided with names of contacted Community Partners in order to provide new suggestions. Castelein will send a list to the BOH. She reported there will be nine JCPH employees invited to participate in panels using a standardized list of questions and providing feedback to BOH members. HR will make recommendations for staff representation. The interviews will follow a similar process as the 2017 Director's search. Wallace commented BOH members will rely on feedback from community partners and staff. Wednesday morning, BOH members will discuss results. Pollock asked for clarification on choosing staff for panel representation.

**Reports / Inquiries:**

**County Attorney:** Rose reminded BOH members the Governor's current emergency proclamation is due to expire June 26, 2021 resulting in the need to return to in-person BOH meetings. She added that as long as a quorum was physically present, other BOH members could participate via Zoom.

**Members, Board of Health:** No reports

**Director:** Jarvis reported on Domains 1, 4, and 5. Jamie Huntley is deploying a wellness program for the first time in three years called the Well BQ Health Assessment tool for employees and workers. She will be working with Adam Grier, Risk Management; Keshia Fields, Diversity & Inclusion Coordinator. Klefstad is invited to speak at the citywide MCAH contractor's meeting. Susan Vileta, Health Educator worked with the City of Lone Tree for Tobacco and Nicotine Free Parks. A press release announced the passing of the ordinance.

Wallace adjourned the meeting at 4:40 pm.

Approved by Board of Health Action on

July 21, 2021

\_\_\_\_\_  
Date

Signature on File

\_\_\_\_\_  
Peter D. Wallace, MD, MS, Chair

Submitted by:  
Susan Denny  
Secretary II