



PUBLIC HEALTH

Danielle Pettit-Majewski, BS, MPH, Director

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

JOHNSON COUNTY BOARD OF HEALTH

February 16, 2022

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; Bonnie D. Rubin, MLS, MBA, MHA; Zachary Pollock, PharmD, MS; Joni Bosch, PhD, ARNP, Melanie Wellington, MD, PhD

Staff: Danielle Pettit-Majewski, Director; Kate Klefstad, Clinical Services Manager; Sam Jarvis, Community Health Manager; James Lacina, Environmental Health Manager; Kristin Meyer, Fiscal Manager; Rebecca Nielsen, Emergency Preparedness Planner; Susan Vileta, Health Educator; Alissa Sotzen, Account Clerk I; Susan Denny, Secretary II; James Bechtel, Systems Analyst (via Zoom).

Others Present: Lynn Rose, Assistant County Attorney, Becky Nowachek, Region 6 Community Health Consultant, IDPH.

Approval of Minutes: Motion by Bosch to approve the January 19, 2022 meeting minutes with suggested edits from Rubin (COVID-19 test sample drop-off, member comments: Strike team clarification); seconded by Wellington. The motion passed unanimously.

Next Regular Meeting Date and Time: March 16, 2022 in Conference Room 203 at the Health and Human Services Building at 4:00 pm. Wallace asked if there were any conflicts due to spring break at the University of Iowa and the public school system. Rubin will be absent. There were no other conflicts.

Citizen Comments / Questions / Issues: None

New Employee Introductions: None

Staff Changes: Resignations: Environmental Health Specialist (EHS) Spencer Stater resigned effective January 28, 2022 and Jason Decker, EHS and Clinical Services Clerk III Vickie Wall resigned effective February 11, 2022. James Bechtel, Community Health Systems Analyst resigned effective February 16, 2022 and has accepted a position with the Board of Supervisors office. Kristin Meyer, Administration, Business Manager is now Fiscal Manager effective February 14, 2022. Dan Kramer, EHS, will be retiring after 42 years of service to JCPH. Lacina gave a summary of Dan's history with JCPH and invited the BOH members to attend Dan's retirement celebration on February 25, 2022. Pettit-Majewski added there will be some shifting of job duties in the Systems Analyst position.

DISCUSSION / PRESENTATION(S):

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- **BOH Authority/Orientation:** Becky Nowachek, Region 6, Community Health Consultant with the Bureau of Public Health Performance for the Iowa Department of Public Health (IDPH) explained to BOH members the scope of their authority and provided guidance materials and an orientation power point presentation. She described Local Public Health Services (LPHS) contracts and funding methods for local boards of health. Nowachek offered orientation and technical assistance to new member Wellington or any other BOH members. Nowachek identified the Iowa code and rules that govern Local Boards of Health (LBOH) and their jurisdiction. She explained the Board of Supervisor's (BOS) role in appointing BOH members, approval of adopted rules and regulations and appropriation of county tax funds used by the BOH for operations. She reiterated the BOH is an autonomous board from the BOS except for those three areas. The BOH is required to prepare, approve and submit a budget estimate each year to be approved by the BOS. Once approved the BOS does not have authority to refuse payment on a claim from the BOH or line item veto if it does not exceed the approved budget or is for a legitimate purpose. She explained the BOH has the authority to carry out public health functions, hire, and fire or set salaries as long as those changes are in the approved budget (according to Iowa Code 137.104). Nowachek provided documentation to support instances where the BOH is autonomous from the BOS citing the Warren County BOH vs Warren County BOS filed in the Supreme Court of Iowa, December 2002. Rubin asked if the Johnson County BOH has authority to adopt additional personal days for JCPH staff, as discussed in the January 19, 2022 meeting. Rose responded the BOH officially adopted the Johnson County Employee Handbook and accepted Johnson county policies. Unless the BOH decides it no longer wants to follow the Johnson County Employee Handbook and adopts their own employee handbook, they would not be able to alter policies for Public Health employees only. Rose strongly discouraged the BOH from taking such action. She added other independent boards in the county, such as Conservation, have adopted handbooks specific to seasonal concerns, site conditions, and other unique situations, but accepted the Johnson County Employee Handbook to govern leave benefits, salary, etc. Rose suggested forming a small working group to address the issue and consult with a county attorney. Wellington asked if there were other ways to add personal time in a different way. Rubin asked if proposing a modification or amendment to the BOS specific to health employees would be possible. Rose responded affirmatively. Nowachek reiterated she would be available to meet in person or by video conference if any BOH members have questions.
- **Environmental Health Report:** Quarterly Report. Lacina highlighted Environmental Health programs in Watershed, Food and Community Environmental Health, including Grants to Counties (GTC) well plugging figures, Time of Transfer inspections and results of a Food Program survey addressing foodborne illness awareness and accessing inspection reports. He also reported a new grant program from the Iowa Finance Authority and the Department of Natural Resources (DNR), which will provide one hundred million dollars for grants to update private onsite wastewater systems, built prior to 1983 who have not had a Time of Transfer inspection since 2009. Lacina responded to comments and questions from BOH members.
- **American Rescue Plan Act (ARPA) Project Update:** Pettit-Majewski gave an update on Community Health's two new RN positions and the Chronic Disease Prevention Specialist position that will be funded through ARPA. Proposed additional funding from Integrated Testing Services to boost the current seventy five thousand dollars awarded through ARPA to purchase a mobile clinic (discussed at the January 19, 2022 meeting) was not awarded due to administrative issues. Clinical Services staff will continue exploring other funding opportunities to support the purchase. Pettit-Majewski will update the BOH at the next meeting.
- **COVID -19 Update:** Jarvis provided updates on COVID-19 statistics, noting a decrease in hospitalizations and cases across the state and the end of the governor's emergency proclamation. He noted test reporting, and visibility for both positive and negative cases will also decrease, especially with the growing availability of home rapid antigen testing. Jarvis reported the state has launched a new COVID-19 reporting site, similar to the previous reporting site, but updates are reduced to once a week on Wednesdays. No timeline for CDC guideline revisions has been announced. The approval for vaccinating six-month to four year old children has been delayed until more research results. Although across the state vaccination rates are plateauing, seventy percent of Johnson County is now fully vaccinated, forty percent have also received booster shots. He noted the similarity to flu vaccination rates. Rubin asked if the ending of the Governor's Emergency Declaration would impact any funding. Jarvis believes it will be a minimal impact. Pettit-Majewski believes SNAP benefits will be reduced which will indirectly affect JCPH. Rubin asked if FEMA eligible costs could still be submitted. Pettit-Majewski responded they could while the federal declaration is still in place. Jarvis noted JCPH is not currently submitting costs to FEMA.

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- **Legislative Update:** Pettit-Majewski highlighted legislative actions. She identified bills of concern to JCPH and cited a tracking document listing the status of those proposed bills provided by Iowa Public Health Association (IPHA), adding that she is on their advocacy committee. SB2156 encourages providers to report adverse effects to a parent or caregiver following child immunizations. HSB647, the medical freedom bill, which would ban any business, educational institution, employer or government entity from inquiring about and keeping records of medical treatment and limit history that is able to be collected for public health. SB3126 attempting to approve Raw Milk, HF2270 would limit public health authority during public health disasters and HF 2309 barring trans-girls from participating in girls' sports. Pettit-Majewski added as a public health employee, she is unable to directly influence legislators, but can provide education as a professional.

Iowa Public Health Association Membership: Pettit-Majewski informed BOH members that Public Health Day on the Hill sponsored by IPHA is scheduled for March 28, 2022. She suggested BOH members join IPHA under the JCPH organizational level membership instead of individual memberships to access valuable resources. Rubin, a current member and Wallace an IPHA Board member will shift to the JCPH organizational membership with the rest of the BOH. Wellington is also a member of an IPHA immunization sub-group.

ACTION ITEMS

Expenditures Over \$3,000: None

Applications, Contracts and Agreements:

- **22-04 NACCHO Medical Reserve Corps (MRC) Rise Grant:** Jarvis explained Rebecca Nielsen, Emergency Preparedness Planner and MRC Coordinator, identified this grant opportunity to fund future COVID-19 operations. There are approximately three hundred fifty awards available ranging from Tier 1 awards for twenty-five thousand dollars, up to Tier 3 awards of seventy-five thousand dollars. JCPH will apply for a Tier 3 award value. He thanked Nielsen for preparing the application, work plan and budget.

Motion by Rubin to approve the NACCHO MRC Rise Grant application for Tier 3 Level Funding; seconded by Bosch. The motion passed unanimously.

OTHER

- **22-05 Title X RN:** Klefstad reported the ten hours of RN duties needed when the Title X grant was awarded to JCPH in 2020 were absorbed by the Health Path Clinic team at the time. The program focus has now expanded to outlying areas including Iowa, Johnson and Washington counties. Grant requirements in years two and three add focus to additional services and require a dedicated RN to provide for outreach, education and collaborative services. If approved by the BOH, the position request will move to the BOS for approval. JCPH has been awarded supplemental funding through Family Planning Council of Iowa (FPCI) to cover a 1.0 FTE RN position through the FY22 Title X grant contract (ending March 31, 2022) and after will be absorbed into the budget using available grant funds. No additional county funds will be required. Bosch asked if there are no additional county funds required, did it still need to be approved by the BOS. Pettit-Majewski, Klefstad and Rose clarified the reason for BOS required approval to add a FTE position. Pollock asked about funding the position after the contract year ends on March 31, 2022. Klefstad responded after the supplemental FPCI funding expires March 31, 2022, on April 1, 2022 the cost would be absorbed in the current grant budget through adjustments in other budget areas and expected increased grant funding. Rubin asked for justification for the additional hours needed. Klefstad explained direct service as well as outreach education and collaboration would be included with the additional hours. Rubin asked for more data, including numbers and metrics to justify the new position. Pollock also asked for additional information on program reductions and adjustments to cover the additional costs. Klefstad will provide more detail moving forward but cited medical supplies, salaries, advertising and office supplies. BOH members expressed support for staff and concerns about receiving more information and supportive data in order to make an informed decision. Wallace suggested Klefstad provide the BOH with requested detail, but proceed with a vote in order to meet the March 31, 2022 deadline.

Motion by Bosch to approve adding a 1.0 FTE RN dedicated to Title X Family Planning with Klefstad providing further requested information at the next BOH meeting; seconded by Wellington. Aye: Bosch, Wellington, Wallace;

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Nay: Pollock, Rubin. The motion passed. Wellington suggested revising the template for proposed RFQ's to insure more detailed information is included.

Reports / Inquiries:

County Attorney: Rose reported she was invited by Nowachek and Pettit-Majewski to speak on February 28, 2022 at the Iowa Public Health Leadership Academy through IDPH, and the Midwest Public Health Training Center to talk about where HIPAA, confidentiality and conflict of interest issues are encountered at the local level. Rose will provide a report at the next BOH meeting. She also updated the BOH on the amended county-wide face covering policy with a distinction between fully vaccinated and not fully vaccinated policy in light of the changes at the Federal level. The face covering policy is currently set to expire May 15, 2022, but that date could potentially change.

Members, Board of Health: Rubin reported she was at the University of Iowa State Hygienic Laboratory (SHL) this past week and noted supplies are now overflowing and student volunteers and MRC help is not needed. The SHL test volume went down due to fewer requests for laboratory tests. Rubin added the SHL is beginning to monitor for Omicron-B presence in Iowa. Bosch gave a shout-out to the Johnson County citizenry for continued mask-wearing. Wellington noted that even though Omicron cases are decreasing, there is still high transmission and numbers are still well above the CDC's limit for high community transmission. Wallace reported completing Pettit-Majewski's six month performance review.

Director: Pettit-Majewski updated the BOH on the visit by management staff to Linn County Public Health Department to view renovation by OPN Architects. They met again with OPN on Monday for last revisions to the proposed JCPH renovation. JCPH will be relocated to the first floor of the HHS building. She will share information with staff at the monthly all-staff zoom meeting and provide a print-out of the proposed changes for staff to provide input. Other highlights: Jarvis, Huntley and Pettit-Majewski met Jim Cushing, Wellmark to talk about the Healthy Hometown project promoting rural community initiatives to eat better, move more and feel better. Local interest in wastewater surveillance could potentially provide insight into local transmission of COVID-19. Ackerman and Dufano met with Amie Buckley, Hawkeye Area Community Action Program (HACAP) Food Reservoir Program Coordinator to discuss JCPH distribution of food boxes and logistics addressing food insecurity. Klefstad and Clinical Services staff are working with a local medical illustrator who is a woman of color and specializes in highlighting people of color, to design posters and educational materials. She pointed out there is a lack of medical illustrations available featuring people of color. The state will fund and distribute the illustrated materials. Thul and Bockelman presented virtually to the University of Iowa Public Health Field Experience staff on food safety and inspection education earning thanks from Dr. Michael Pentella, Director SHL and Dr. Patricia Quinlisk, retired State Epidemiologist.

Wallace adjourned the meeting at 5:43 pm.

Approved by Board of Health Action on

3/16/2022

Date

Submitted by:
Susan Denny
Secretary II

Signature on File

Peter D. Wallace, MD, MS, Chair