

BLACK HAWK COUNTY BOARD OF HEALTH MEETING
MINUTES

January 18, 2023

The meeting of the Black Hawk County Board of Health was called to order at 7:30 a.m. by Chair, Dr. Wesley Pilkington. Members attending: Vice-Chair, Dr. Disa Cornish, Kingsley Botchway (virtual), Dr. Adam Roise (virtual), Rosario Garcia Fino (virtual), and Attorney, Heather Prendergast. Absent: None. A quorum was met.

Others present in person: Kaitlin Emrich, Bethany Fratzke, Megan Olmstead, Jared Parmater, Natalie Summers and Matthew Verbraken.

Others present via video conferencing: Gabbi DeWitt, Jenna Diephouse, Brenda Hostetler, Micah Knebel, Linda Laylin, Rachael Mayer, Sarah Mergenthaler, Aaron Reinke, Toki Selby, Lisa Sesterhenn, and Michelle Weidner.

Unless otherwise noted, all actions were approved unanimously.

I. Approval of Agenda – For Vote

Discussion: No discussion.

Action: Dr. Cornish moved, and Dr. Roise seconded to approve the agenda as presented. Motion carried.

II. Approval of Minutes* For Vote

Discussion: No discussion.

Action: Dr. Cornish moved and Dr. Roise seconded to approve the Board of Health Minutes for December 21, 2022. Motion carried.

III. Public Comments – No comments.

IV. Chairperson, Dr. Pilkington introduced the new board member, Rosario Garcia Fino. (later in meeting as Ms. Garcia Fino arrived a little late due to technical issues)

V. Introductions

A. Kaitlin Emrich announced that the new Disease Surveillance & Investigations Manager, Sarah Mergenthaler, previously in the Disease Prevention Specialist position.

B. Bethany Fratzke introduced the new Health Educator Natalie Summers and new intern Jessi Sarcone from Wartburg college.

VI. Request for Proposal – Digital Sign* For Vote

Discussion: Dr. Pilkington asked if the cost would be split with other agencies located in Pinecrest.

Ms. Emrich stated that the cost of the actual sign would be paid for by COVID Vaccine Equity grant funds, but the electrical installation/upgrade will need to be paid for from county funds. The board of supervisors will be presented with this request.

Action: Dr. Cornish moved and Dr. Roise seconded to authorize a request for proposal for the purchase and installation of a digital sign to be located at 1407 Independence Avenue in Waterloo not to exceed \$50,000 funded through the Emergency Response Multi-Year Program, Iowa Health, and Human Services. Motion carried.

VII. FY2024 Health Department Budget Approval* *For Vote*

Discussion: No discussion.

Action: Dr. Roise moved and Dr. Cornish seconded to approve the FY2023 budget request for the Black Hawk County Health Department totaling \$6,041,184. Motion carried.

Ms. Garcia Fino arrived at 7:41am.

Introduction of New Board Member was presented by Chair, Dr. Pilkington: Rosario Garcia Fino

VIII. Financials – *Matthew Verbraken*

A. Disbursements* – For Vote

Discussion: Mr. Verbraken reviewed the disbursements with the board. One bill (statistics subscription that requires further review) was removed from the pre-paid voucher list.

Action: Dr. Cornish moved and Dr. Roise seconded to approve to pay the bills as presented. Motion carried.

B. Mr. Verbraken presented the Financial Report as of 01/13/2023 to the board.

Discussion: No discussion.

IX. Consent Agenda: Grants and Contracts* - *Kaitlin Emrich, Deputy Director – For Vote*

The following items will be acted upon by vote on a single MOTION, without separate discussion, unless someone from the board or the public requests that a specific item be considered separately.

- A. Letter of Intent and Application: Otto Schoitz Foundation Spring 2023 Letter of Intent and Application - Interactive Cooking Classes at Waterloo Events and Senior Centers
- B. Sub-Contract (New) 1st Five Peer Consultation, Dr. Bissen
- C. Contract (Renewal) 588CY3ST12 – DIS and Partner Services for Sexually Transmitted Infections, Iowa HHS
- D. Contract (Amendment 28) Emergency Response Multi-Year Program, Iowa HHS
- E. Contract (Amendment 29) Emergency Response Multi-Year Program, Iowa HHS

Discussion: No discussion.

Action: Dr. Roise moved and Dr. Cornish seconded to approve items A-E as presented on the grants and contracts memo and agenda. Motion carried.

- X. Health Department Update was presented by Kaitlin Emrich, Deputy Director, Interim Director
Summary
- ARPA Funds
 - Office space questionnaire written justification - asked to provide information on disproportionately impacted populations
 - Vehicle bids
 - Phase 1: Four vehicles totaling \$125,906 approved by Board of Supervisors on 11/2/2021 and Board of Health in January of 2022
 - Ford Transit Van: Witham Auto
 - Bid Submitted 12/2021 for \$35,859 but attempted to deliver 12/2022 with a cost of \$48,346
 - Per Attorney, Ms. Prendergast's instructions, the vehicle was rejected due to non-compliance with the bid conditions. The vehicle is still needed and would like to investigate ways to proceed.
 - Dodge Ram with topper: Dan Deery
 - Bid accepted for \$37,401. We were notified by dealer on 12/22/2022 that the order has been canceled by manufacturer due to stopping production on 2022 models and switching to 2023 models. If we would like to proceed, the vehicle will need to be re-bid.
 - This vehicle will be used to tow the preparedness trailer. Since the van has a towing package, we could re-work the specifications for the vehicle bid and re-bid.
 - Ford Escape: Colwell Ford
 - \$24,823 received August 2022
 - Ford Escape: Colwell Ford
 - \$24,823 received August 2022
 - Phase 2: Four vehicles totaling \$96,236 approved by board of supervisors 01/13/2022 and Board of Health 08/02/2022
 - Four 2023 Chevy Trailblazers: Witham Auto
 - Bid at \$24,059 each for a total of \$96,236, waiting delivery
 - Mobile Clinic
 - Will be submitting an ARPA questionnaire to begin the request process
 - Operations Update
 - CCNC proposal – education in childcare centers to partner with oral health program to combat oral health decay in the county
 - Green Iowa/AmeriCorps program slots open for summer 2023
 - TB cases are still high and have urgent needs. Program was able to obtain support from Environmental Health's Alex Writz
 - Disease Prevention team working with public health center to promote a Valentine's Day event for HIV testing
 - COVID-19 updates

- State standing order for vaccines and testing extended through end of 2023
- Reporting order extended through March 31, 2021- starting to de-escalate; declaring an end to the pandemic
- New Omicron variant XBB.1.5 SARS-CoV-2. Circulating in at least 38 countries with the highest prevalence in the United States, where it accounts for approximately 43 percent of COVID-19 cases nationwide
- Hospitalizations are trending lower this winter than previous winters
- Workplace Development: Learning Culture Survey
 - University of Iowa presented to Board of Supervisors on 01/17/2023
 - Core competency assessment in February
- Quality Improvement
 - New onboarding project which will focus beyond orientation
- PHAB Annual report due this quarter
- Vacancy update: Public Health Nurse and Director
- Iowa DHHS Merger update- Ms. Emrich attended the meet and greet with Dr. Cruz and Ken Sharp about the CDC funding-leveraging funding for advance statewide and regional approach to public health
 - Will not issue contracts for each county to obtain funds
 - Release additional details in 6-12 months
 - Assigned funds to public health strategic operations bureau at Iowa DHHS
 - Data modernization
 - Lessons learned from the pandemic response
 - Systems development and reinvestment
 - Regionalization of Public Health and what that may look like
 - 99 county local public health presented significant challenges in the COVID-19 response
 - May ask for local board of health input
- Public Health Conference of Iowa March 28-29, Ames, Iowa; extended invite to Board of Health members to attend if interested
- Board of Health Bylaws
 - Two board members to volunteer to assist with updates
 - Propose in February and a final vote in March
 - Bylaws were last updated in 1992
- Coming up in February
 - Health Department annual policy approvals
 - Employee Handbook
 - Board of Supervisor policy adoption
 - Performance Management update

Discussion: Dr. Pilkington asked if there have been any updates on opioid funding.

Ms. Emrich stated that there have not been any updates, but the county attorney is open to ideas.

Supervisor Laylin stated the board of supervisors have received funding allocation of the opioid funds. After budget, will be looking into funding allocation options. Pathways has reached out with a request for proposal.

XI. Legislative Update was presented by Lisa Sesterhenn, Public Health Planner

Summary

- Priorities with the state organizations; intent to have a more formal advocacy
- Sustain advocacy with education and needs formalized
- Local legislative priorities that may compliment state priorities
- Community level priorities established in the community health improvement plan
- Priorities presented: Strengthen Public Health Workforce, Tooth Decay, Healthy Homes, Mental Health Care Access
- Plan is to present a final draft at the February meeting and share with legislatures on February 28, 2023

Discussion: Dr. Roise thanked the department for the work for advocacy.

Dr. Pilkington asked if there are bills based on these priorities.

Ms. Sesterhenn is not aware of any specific bills.

Dr. Roise asked how the department would advocate for bills to be introduced to legislatures based on these priorities.

Ms. Sesterhenn stated that has not been discussed yet and is a good question. More research needs to be done to propose.

Dr. Pilkington stated these actions happen with the state associations.

Ms. Emrich said what is unique to Black Hawk County Public Health is that it has representation in different professional associations like Iowa Environmental Health Association and Iowa Public Health Association. Advocacy is part of the department's strategic plan and can build on this with stating the priorities. Public Health Day on the Hill is Feb 28, 2023, and the plan is to present these priorities to the legislatures that are in attendance.

Ms. Emrich added that, for next year, there will be those priorities to build from and that will allow a funnel for the fall.

XII. Environmental Health Update was presented by Jared Parmater, Environmental Health Program Manager

Summary

- January is radon awareness month campaign:
 - Healthy Homes program is busy with KWWL airtime, radio spots, and social media posts promoting radon awareness and selling radon test kits at cost
 - Five virtual events, five in person events: Waterloo Library, Sportsplex, and Hy-Vee
- New hires in Environmental Health. Two new food safety inspectors, Matthew Nograhkar and Julia Hefel, are completing the new inspector training and will be standardized this summer.
- New Healthy Homes Coordinator, Alex Writz, has been excelling in this program
- Grants awarded: \$10,000 retail standards, and a training grant for AFDO conference
- Black Hawk County Housing Coalition update: next in person meeting will be held on 02/17/2023 including 17 partner agencies. Worked with 3 or 4 different issues in the past few years. Trending with hoarding and trying to extend those boundaries, like homelessness, or insufficient housing. Approved a mission statement and referring documents

XIII. Well Ordinance update was presented by Jared Parmater

Summary

- High priority ordinance up for review; last updated in 1999
- DNR issued an updated 28E agreement for water wells
- Update is meeting current requirements of Iowa Code
- Name change: Non-public water supply well
- Increase number of definitions to coincide with the definitions in Chapter 38 and 49
- Moving forward to schedule a public stakeholder review to discuss the proposed changes
- Final draft of the ordinance to review with board to vote for approval
- To the board of supervisors for a final vote
- Once approved by the board of supervisors, the ordinance will be published and then can be enforced as a regulation

Discussion: Dr. Cornish asked if any areas of this ordinance would have any public pushback and requested Mr. Parmater to explain in detail about the equity impact review in part three of the process sheet.

Mr. Parmater said there is not any anticipated public pushback and that most of the updates will reflect the state regulations. The equity assessment was conducted and there are potential issues with rural areas to ensure the department addresses access to drinking water.

Ms. Prendergast confirmed that first the stakeholder meeting will be held which the board can attend but are not required to. Then a notice of public hearing will be set to approve the ordinance by vote from the board of health.

XIV. For Information Only - Board of Supervisors Update presented by Linda Laylin

- Budget review process will be taking a look at all department's needs
- Maintenance budget includes some repairs/improvements to the Pinecrest building
- Patience appreciated throughout the ARPA funding process

- Welcomed new board member Rosario Garcia Fino

XV. Next Board of Health Meeting: Regular Meeting: Wednesday, February 22, 2023, 7:30am, 1407 Independence Ave., Rm 420, Waterloo, IA.

XVI. Adjournment – For Vote

Action: Dr. Cornish moved, and Dr. Roise seconded to adjourn the meeting at 8:42 a.m.
Motion carried.

Respectfully Submitted,

Megan Olmstead, Secretary

Chair, Dr. Wesley Pilkington