

**BLACK HAWK COUNTY BOARD OF HEALTH MEETING**  
**MINUTES**

August 30, 2023

The meeting of the Black Hawk County Board of Health was called to order at 7:00 a.m. by Chair, Dr. Wesley Pilkington. Members attending: Vice-Chair, Dr. Disa Cornish, Kingsley Botchway (virtual), Dr. Adam Roise, Rosario Garcia Fino and Attorney, Heather Prendergast (virtual). Absent: None. A quorum was met.

Others present in person: Kaitlin Emrich, Bethany Fratzke, Sarah Mergenthaler, Megan Olmstead, Jared Parmater, Ayanna Rost, Crystal Schmitz, Lisa Sesterhenn, Florina Sibok, and Matthew Verbraeken.

Others present via video conferencing: William Aukes, Gabbi DeWitt, Micah Knebel, Rachael Mayer, Elizabeth Mejewski, Becky Nowachek, Aaron Reinke, Lori Rottinghaus, Chris Schwartz, Toki Selby and Tonya Wilder.

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. Roise moved, and Dr. Cornish seconded to approve the Board of Health Minutes for the Closed Session: July 26, 2023, Regular Meeting: July 26, 2023 and Closed Session: July 27, 2023. Motion carried.

III. Public Comments – No comments.

IV. Bethany Fratzke presented an Award to Crystal Schmitz for 20 Years of Service.

V. New Hire Introductions:

- A. Bethany Fratzke introduced new hire Ayanna Rost, Community Health Worker in the Nutrition program
- B. Sarah Mergenthaler introduced new hire Florina Sibok, Temporary Community Health Worker to assist the TB case management program

VI. Mosquito West Nile Surveillance 2023 report was presented by Jared Parmater

*Summary*

- Three trapping locations Hartman Reserve (Cedar Falls), Black Hawk County Park (Cedar Falls), and Evansdale Waste Treatment Facility; the water treatment plant has abnormally high rates of West Nile for so early in the season, 16 positive in BHC
- No known cause for the higher numbers
- Mosquito surveillance ends at the end of September

- Press release sent on prevention and education on West Nile

Discussion: Dr. Pilkington asked why this is higher this year. Mr. Parmater stated there has been no found cause as to why so high but will continue to monitor and send out information with press releases and social media posts.

VII. Personnel Request: Temporary Public Health Nurse, Immunization Audit Requirement – For Vote

Discussion: Ms. Emrich stated the need for this temporary position or positions is because of the Public Health Nurse vacancies that remain in the Public Health Center. The Immunization audits are required per Iowa Immunization Code 139A.8 and Iowa Immunization Administrative Code Chapter 7.

Action: Dr. Cornish moved and Dr. Roise seconded to approve the creation of up to two temporary part-time Public Health Nurse positions to complete the school and childcare immunization audits not to exceed \$25,000. Motion carried.

VIII. New Cell Phone Provider\* For Vote

Discussion: Mr. Verbraken stated Black Hawk County Public Health is a response partner in county emergency response plans and the lead agency for public health emergencies and incidents. Communication with staff and partners during an emergency is vital. The new provider can offer a separate network that allows for 24/7/365 priority and preemption across voice and data communications. FirstNet Band 14 spectrum, allocated to FirstNet by the federal government, and prioritized access on all AT&T LTE bands. No other providers can offer this service. There will be cost savings of approximately \$4,000 in the FY24 budget plus there is an option to sell back the current inventory of phones which will add to the cost savings.

Action: Dr. Roise moved and Ms. Garcia Fino seconded to approve the new cell phone provider, FirstNet, for a monthly fee of \$2,035.51 and a one-time cost of \$48.51 to activate 49 cell phones. Motion carried.

IX. Financials – *Matthew Verbraken*

A. Disbursements\* – For Vote

Discussion: Mr. Verbraken reviewed the disbursements with the board.

Action: Dr. Cornish moved, and Ms. Garcia Fino seconded to approve paying the bills as presented. Dr. Pilkington abstained due to epinephrine auto-injectors being purchased by the department from his employer at cost. Motion carried.

B. Mr. Verbraken presented the Financial Report as of 08/25/2023 to the board.

Discussion: The board agreed the new format will be beneficial.

X. 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. Memorandum of Agreement 2023 – Clinical Experience for Nursing, Allen College

- B. Contract (New) – Digital Media Campaign for Human Papillomavirus (HPV) Vaccine Education, OnMedia
- C. Contract (Renewal) 5884CO07 FY 24 – Local Public Health Services, Iowa HHS
- D. Contract (Amendment 1) MOU-2023-ELC20 – Surveillance for Mosquito-Borne Diseases in Iowa, Iowa HHS
- E. Memorandum of Understanding-MOU-2023-TB03 (Amendment 6) Tuberculosis Direct Observed Therapy Program, Iowa HHS
- F. Memorandum of Understanding-MOU-2023-TB03 (Amendment 7) Tuberculosis Direct Observed Therapy Program, Iowa HHS
- G. Contract (Amendment 7) 5883CAH11 FY23 – Child & Adolescent Health and Oral Health Programs, Iowa HHS
- H. Contract (Amendment 32) FY23 – Emergency Response Multi-Year Program, Iowa HHS

Discussion: No discussion.

Action: Dr. Cornish moved, and Ms. Garcia Fino seconded to approve items A-H as presented on the grants and contracts memo. Motion Carried.

XI. Board of Supervisors Update presented by Supervisor Chris Schwartz

*Summary:*

- Public Health Clinic space assessment is a continued priority and advocacy continues for a more accessible location that's more inviting to the public. More information coming soon
- Black Hawk County joint 911 dispatch center update: some of the cities want to discontinue service (due to cost) and do it on their own. There has been a push for the county to take on the tax burden of this service. Challenges with the state limiting county revenues.

Discussion: Dr. Pilkington asked about the air conditioning not keeping up with the heat on 5<sup>th</sup> Floor; ongoing issue with this building. (The air stopped working last week). Supervisor Schwartz stated this will be a long-term issue. There is a proposal for upgrades to the 5<sup>th</sup> floor but on hold due to the decisions needing to be made with space assessment. Supervisor Schwartz added that it would be preferable to use 5<sup>th</sup> floor for storage only, but this will be determined with the space assessment (ARPA funds request)

XII. Public Health update was presented by Interim Director, Kaitlin Emrich

*Summary:*

TB Case Management Update was provided by Kaitlin Emrich and Sarah Mergenthaler:

- Community Health Workers focus on access to care and addressing unmet social determinant of health needs
- FY24 budget included a temporary part-time Community Health Worker to add to the current TB case management team (2 FTE's RN's and 1 FTE LPN)
- Linkage to Iowa Code Chapter 139A and Iowa Administrative Code Ch. 641.1.9 (3)
- Iowa HHS sent out a provider alert letter in May of 2023 about the significant increase in the number of latent TB infection (LTBI) and TB disease cases occurring in Iowa

- Local Public Health Responsibility
  - Patient Monitoring and case management
  - Issues public health notifications and orders for persons with infectious (pulmonary/laryngeal) TB disease
  - Provide interpretation to limited English proficient individuals
- LTBI
  - Not reportable condition in Iowa
  - State provides free medication to treat LTBI, regardless of income status of the patient
- Suspected/Confirmed TB Disease
  - Both clinically suspected and laboratory confirmed tuberculosis disease are reportable in Iowa
  - Index person with TB Disease
  - Contact Investigation
- TB Case Management
  - All patients with TB are assigned a case manager as the primary responsibility for ensuring that all treatment and public health activities affiliated with the patient are completed
  - Black Hawk County Public Health TB Nurse capacity
    - 2 FTE Public Health Nurses (RN) as primary case managers
    - 1 FTE Community Health Worker (LPN)
    - Most recently added a part-time Community Health Worker to assist with case management and is bi-lingual (Marshallese community)
- Directly Observed Therapy (DOT)
  - Monitor for side effects
  - Verify medication
  - Observe patient taking medication and documentation of the visit
  - Qualified persons with suspected/confirmed TB disease, LTBI on weekly 12 dose treatment, children under 5 years of age with exposure to infectious TB disease on daily Window Period Prophylaxis (WPP)
- TB Disease Case Needs and Trends
  - Increasing cases and complexity of disease, more severe illness results in more complex medical case management
  - Multiple Family or large households
  - Unmet needs for social determinates of health like food, housing, rental assistance, healthcare insurance, and transportation to work, school and medical appointments
- TB Incidence Rates
- TB Disease Prevalence, BHC
- 9-month County Prevalence Trend 11/2022-07/2023
- Operational Adjustments
  - Temporary Communicable Disease Nurse was hired from 10/2022-5/2023
  - Non-Medical case management assistance from environmental health, clinic, and disease surveillance and investigation staff
  - LTBI medication start and refill visits are being completed by Public Health Center

- Continued unmet need for RN capacity
- Next Steps
  - Prevent latent infection from progressing to active disease, to align with public health approach of prevention and early detection
  - Request support statewide strike team
  - Continue recruitment for Public Health Nurse staff capacity

Discussion: Dr. Cornish asked what populations are being affected. Sarah Mergenthaler stated that the population age groups being affected are adolescents and adults. Ms. Emrich stated other counties are being affected as well, Wapello County has 11 cases with a total of 3 staff and those include pediatric cases and this is consistent with all geographic areas.

Dr. Pilkington left the meeting at 8:10am

Mr. Botchway left the meeting at 8:13am

XIII. Quality Improvement (QI) Update was presented by Lisa Sesterhenn

*Summary:*

- Linkages to QI
  - 10 Essential Public Health Services
  - PHAB
  - BPHPH Plans and Programs
- Use QI as a tool to increase efficiencies and to improve the health of the community
- Initial QI plan was developed in July 2020
  - QI Council
  - Projects
  - Training with Iowa HHS
- QI Model
  - Quality Assurance, Quality Planning, Quality Improvement
- Building a Culture of Quality
  - Training
  - QI Tools
  - QI Projects
- Self-Assessment Completed, using tool from NACCHO, surveys completed by staff and leadership staff
  - Highest score was in teamwork and collaboration and employee empowerment and leadership
- Building Culture through the QI mascot named Curious Cow to promote participation in the QI process (each staff member can earn spots on the cow after completing a QI activity)
- How to earn spots on cow: using QI tools, objectives include building out tools from a toolkit, conducting training on tools for each program, learning other methods of QI like LEAN, 6 Sigma, Ki-ZN (Kaizen) and completing a population health QI project

XIV. Next Board of Health Meeting: Wednesday, September 27, 2023, at 7:30am, 1407 Independence Ave. Room 420, Waterloo, IA.

XV. ADJOURNMENT -

Dr. Roise moved and Ms. Garcia Fino seconded to adjourn at 8:25am. Motion carried.

Respectfully Submitted,

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Megan Olmstead, Secretary

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Chair, Dr. Wesley Pilkington