



PUBLIC HEALTH

Dave Koch, Director

Board of Health
Tatiana Izakovic, MD, MHA
Michael P. McLaughlin, PhD
Zachary Pollock, PharmD, MS
Bonnie D. Rubin, CLS, MBA, MHA
Peter D. Wallace, MD, MS

JOHNSON COUNTY BOARD OF HEALTH
November 20, 2019
MEETING MINUTES
4:00

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

Roll Call: Peter D. Wallace, MD, MS; Zachary Pollock, PharmD, MS; Tatiana Izakovic, MD, MHA. Absent: Michael P. McLaughlin, PhD; Bonnie D. Rubin, CLS, MBA, MHA.

Staff: Dave Koch, Director; Kristin Meyer, Business Manager; Kate Klefstad, Clinical Services Manager; James Lacina, Environmental Health Manager; Susan Denny, Secretary II.

Others Present: Mary McCarthy, private citizen.

Approval of Minutes: Motion by Pollock to approve the October 23, 2019 meeting minutes as written; seconded by Izakovic. The motion passed unanimously.

Next Regular Meeting Date and Time: December 18, 2019 in Conference Room 214B at the Health and Human Services Building. Izakovic will be absent for the December and possibly the January meeting.

Citizen Comments / Questions / Issues: None

New Employee Introductions: None

DISCUSSION / PRESENTATION: FY21 Budget - Koch

ACTION ITEMS

Expenditures Over \$3,000: None

Applications, Contracts and Agreements: None

OTHER

- **19-27 FY21 Proposed Budget**
- **19-27A FY21 Budget Summary**

Koch discussed the FY21 Proposed Budget and Budget Summary with a power point presentation and provided more detail regarding the three decision packets. He highlighted and identified changes in the budget line items in each division as well as projected County dollars and other program revenue and expense increases and reductions. Klefstad explained additional changes in WIC programs and in Clinical Services. Koch responded to Pollock's questions regarding salary and benefit differences, the expected funding increase in the spring and the projected tax base for the year. He also detailed how the department will split the expected amendment revenue in January between FY20 and FY21. This funding is for a federal grant that has a fiscal year that crosses both the county's fiscal year FY20 and FY21. The proposed budget will be presented to the BOS on December 3, 2019 if approved by the BOH members.

Motion by Izakovic to approve the FY21 Proposed Budget as presented; seconded by Pollock. The motion passed unanimously.

- **19-27B FY21 Decision Package – part-time to full-time Dental Hygienist**
- **19-27C FY21 Decision Package – part-time to full-time Clerk II**
- **19-27D FY21 Decision Package – Clerk II to Clerk III**

Koch informed BOH members how the three Clinical Services position changes will be offset by grant funding. Pollock asked about the impact on patients/community members resulting from these changes. Klefstad responded the greatest impact the decision packages will have in Clinical Services will be infrastructure, increased ability to expand outreach services and increased dental hygienist availability. Koch explained the advantages of changing a Clerk II from part-time to fulltime position and the justification to create a Clerk III position. Klefstad and Koch addressed Pollock's questions regarding job descriptions and responsibilities. Koch also confirmed the increased salary and benefit expenses would be added to the FY21 Budget if approved by the BOS and explained that Decision Packages are not built into the proposed Budget.

Motion by Pollock, to approve all three FY21 Decision Packages; seconded by Izakovic. The motion passed unanimously.

- **19-28 FY19 Annual Report:**

Koch presented the final draft, pending a minor change, of the FY19 Annual Report and expressed appreciation for editing suggestions by Wallace.

Motion by Izakovic to approve the FY19 Annual Report; seconded by Pollock. The motion passed unanimously.

Reports / Inquiries:

County Attorney: Not present.

Members, Board of Health: Wallace reported he, Rubin, and Koch met recently with Representatives Mary Mascher and David Jacoby and later with Senator Joe Bolkcom.

Director: Koch reported on Domain 1, highlighting Susan Vileta, Health Educator’s work on the vaping issue through surveys with University of Iowa students and has been active in outreach and education regarding vaping issues and awareness.

Domain 2, Koch updated members on the mobile home removal issue at Regency Trailer Court. The subcontractor left the area, but after Lacina communicated the importance of finishing the removal, the Owner in Colorado has found a replacement subcontractor to continue the project.

Domain 5, Lacina and EH Specialist Gustafson are reviewing and editing the process for private onsite wastewater systems which is now being reviewed by the County Attorney’s Office. It has been ten years since the process was reviewed and edited. It will be presented to the BOH for their review, then at the BOS work session before being opened for public input. Following will be BOS public comment and formal approval. Koch anticipates the presentation for review to begin within the next two to eight months.

Wallace adjourned the meeting at 4:47 pm.

Approved by Board of Health Action on

December 18, 2019

Date

Signature on file

Peter D. Wallace, MD, MS, Chair

Submitted by:
Susan Denny
Secretary II