



PUBLIC HEALTH

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

Danielle Pettit-Majewski, BS, MPH, Director

JOHNSON COUNTY BOARD OF HEALTH

August 4, 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; MS; Joni Bosch, PhD, ARNP; ABSENT: Zachary Pollock, PharmD; Melanie Wellington, MD, PhD

Staff: Danielle Pettit-Majewski, Director; Sam Jarvis, Community Health Manager; Kristin Meyer, Fiscal Manager; Chuck Dufano, WIC Coordinator; Jamie Gade, Systems Analyst; Lisa Parlato, Chronic Disease Prevention Specialist; Christine Cole, Public Health Billing Specialist; Alissa Sotzen, Account Clerk I; Susan Denny, Secretary II VIA ZOOM: Hannah Tice, CDC PH Associate

Others Present: Lynn Rose, Assistant County Attorney VIA ZOOM: Pat Heiden, Board of Supervisors

Wallace asked the BOH members for a motion to remove item H2-I 22-26 Local Public Health Services (LPHS) Subcontract with Visiting Nurse Association (VNA) from the current agenda.

Motion by Rubin to remove item H2-I 22-26 LPHS VNA Subcontract from today's agenda; seconded by Bosch. The motion passed unanimously.

Approval of Minutes: Motion by Rubin to approve the June 15, 2022 meeting minutes with recommended edit; seconded by Bosch. The motion passed unanimously.

Next Regular Meeting Date and Time: TBD in Conference Room 203 at the Health and Human Services Building. Board of Health members will receive a poll for meeting date options.

Citizen Comments / Questions / Issues: None

New Employee Introductions: Christine Cole, Public Health Billing Specialist hired July 25, 2022. Meyer introduced Cole who provided a brief history of her experience and background. Lisa Parlato, Community Health Chronic Disease Prevention Specialist, hired June 21, 2022. Jarvis introduced Parlato who provided a brief history of her experience and background. Wallace informed the BOH members Jake Riley, Community Health Disease Prevention Specialist resigned effective August 1, 2022 and Debbie Ackerman, Clinical Services Data Specialist is resigning effective August 12, 2022. Pettit-Majewski added the MCAH Coordinator job description is on the agenda for revisions.

DISCUSSION / PRESENTATION(S):

- **COVID Update:** Jarvis reported high levels of transmission continue with approximately three hundred fifty cases reported in the last seven days. JCPH continues to monitor those cases and local transmission trends. He added the self-reporting tool is still receiving twenty to thirty online reports per week on the JCPH website. Contact tracing is no longer active. Hospitalizations are not surging, but there is an increase this period. Karrey Shannon, Community Health RN, continues to support the community and community partners with vaccine clinics and boosters. Pediatric fully vaccinated number have reached one thousand and approximately fifteen hundred have received their first dose, primarily at well checks. Jarvis is hoping back to school promotions will help increase those numbers. Wallace commented on increased resistance to even usual vaccinations. He asked if there was any concern from the school district that this resistance will effect mandated school vaccinations. Jarvis will watch for trends related to vaccine resistance and will follow up with staff especially during the yearly immunization audits.
- **Monkeypox Update:** Jarvis reported the United States is declaring Monkeypox a public health emergency. Currently, Iowa has a low incidence. JCPH has reported its first case of Monkeypox in Johnson County and staff have been tracking and contact tracing the case. The Disease Prevention Specialists (DPS) are preparing for more cases and are working closely with the Iowa Department of Health (IDPH), the State Hygienic Lab and local hospitals for patients presenting for testing and testing results. The IDPH is using a model primarily designed for tracking Sexually Transmitted Infections (STI) protocol, but JCPH will be using more streamlined investigation processes. Immunizations have been given for less than ten exposed patients. Bosch clarified transmission is primarily skin to skin contact and not an STI. Jarvis reported the DPS are responding to questions concerning transmission, bedding, clothing and disinfecting.
- **Healthy JoCo Update:** Gade provided material to BOH members to review highlights of Healthy JoCo as well as background on the program. The Community Assessment Report follows the MAPP (Mobilizing for Action through Planning and Partnerships) framework using three assessment criteria: Community Status Assessment (CSA), Community Partners Assessment (CPA) and Community Context Assessment (CCA). Using assessment tools, partner conversations and plans to involve students from the University of Iowa, College of Public Health in the assessment process this spring, the team is focusing on five top issues, including: healthcare, housing, mental health, food insecurity and trust issues. They will address power imbalance, inequality, technical barriers, access problems, senior services and support. Gade highlighted points in the report and she and Jarvis responded to questions and comments from BOH members concerning data collection, assessment tools, goals and community contacts. Discussion followed.
- **PHAP Update:** Gade updated BOH members on the Public Health Associate Program (PHAP) with the CDC. Hannah Tice, current CDC PHAP will be leaving in October and is working on a transition plan for the incoming associate. The new PHAP will begin in October 2022 for a two year term.
- **BOH/BOS Authority Memo Update:** Pettit-Majewski, Rose, Rubin and Wallace met with BOS members Rod Sullivan and Jon Green in mid-July to review the memo addressing BOH and BOS authority. After approval of the Johnson County Employee Handbook Pettit-Majewski plans to attend a BOS work session to gain approval and signatures prior to going on leave in October.
- **Update on IDPH/DHS Alignment:** Pettit-Majewski reported meeting with Kelly Garcia, Director, Iowa Department of Human Services and other public health directors for the roll-out of a new organizational chart and information, including a new mission, vision, values statement. The majority of participants did support the new statement, excluding Pettit-Majewski and Jarvis, feeling the focus should be on the system and addressing social determinants rather than placing the onus for health resiliency on the individual. Pettit-Majewski participated in a second session where the majority of participants were supportive of the message and emailed Garcia her objections. Garcia thanked her for her input and asked

for assistance to modify verbiage in the new message. Jarvis and Pettit-Majewski noted they didn't see a strong focus on public health or much influence from Public Health 3.0, a Federal Health and Human Services initiative. Discussion regarding funding issues, rules and procedure for the first year transition followed. Pettit-Majewski commented on the impact of veteran staff departures and transfers in affected agencies resulting from the alignment.

- **Gun Violence Letter to the Editor:** BOH members discussed issues with verbiage and content in a statement addressing gun violence. Conversation regarding how to proceed with the statement publicly without consensus of the entire BOH followed. Wallace suggested modifying the language in the draft to address disagreements in content by members and offer a compromise in order to proceed. Wallace will send the modified version to Wellington and Pollock for approval.

ACTION ITEMS

Expenditures Over \$3,000: None

Applications, Contracts and Agreements: None

OTHER

- **22-27 Maternal Child Adolescent Health (MCAH) Coordinator Job Description:**

Revisions to the Clinical Services Data Specialist job description focus on grant related duties instead of billing tasks, which have been reassigned to the Public Health Billing Specialist position. Pettit-Majewski responded to concerns for support staff and wage ranges. She explained one revision in the job description is to no longer to supervise support staff. Support staff supervision has been assigned to Meyer. Further revisions may be considered pending hiring of a new Clinical Services Manager.

Motion by Rubin to approve the MCAH Coordinator Job Description; seconded by Bosch. The motion passed unanimously.

- **22-28 Approval of the Johnson County Handbook:** BOH members reviewed the Johnson County Employee Handbook for official approval. Rose noted JCPH and the BOH were engaging in practices consistent with the policies in the handbook indicating it likely had been approved, but not formally.

Motion by Rubin to approve adoption of the Johnson County Employee Handbook with an annual review; seconded by Bosch. The motion passed unanimously.

- **22-29 Permission for Signatory Authority:** Pettit-Majewski asked the BOH members to approve signatory authority for continuity of operations to Meyer who will act as interim director for the period of time she will be on leave beginning in October 2022. Rubin asked if there needed to be a start and ending date for the signatory authority. Rose cited the 2020 interim director role assigned to Jarvis when Dave Koch was on leave. Koch sent an email indicating when the interim director would be in effect. Pettit-Majewski will need to communicate formally to the BOH to initiate when Meyer will begin acting as interim or acting director and formal notice when she returns to resume authority.

Motion by Rubin to grant Kristin Meyer signatory authority while she is interim director upon notification by the current director; seconded by Bosch. The motion passed unanimously.

- **Dates for September and October Meetings:** BOH members discussed alternate meeting dates for the September and October meetings due to scheduling conflicts. Suggested dates were proposed for the weeks including September 14, 2022 and October 12, 2022. Secretary II will send a poll to determine the best dates to maintain a quorum.

Reports / Inquiries:

County Attorney: Rose will bring Rachel Zimmerman to introduce to the Board of Health. Zimmerman is running unopposed for Johnson County Attorney.

Members, Board of Health: Rubin is interested in the increased positive COVID cases among Johnson County RAGBRAI participants after social media reports of positive tests. She reported the Workforce Development Grant for the College of Public Health Strike Force is working closely with the United Way. Rubin also reported the bi-weekly call between the CDC and state public health laboratories is now re-focusing from strictly COVID related calls to other epidemics of interest. The next call will be focused on Monkeypox.

Director: Pettit-Majewski reported Human Resources (HR) has invited two applicants to accept open Environmental Health positions. Interviews for the Environmental Health Manager position are planned for the end of August. HR is working to schedule dates. The applicant offered the Clinical Services Manager position declined. HR will be re-posting the position. Interviews were conducted for the Outreach and Engagement Coordinator and an offer was made to a candidate who will start on August 31, 2022. They will be introduced at the next BOH meeting.

Clinical Services Integrated Testing Services (ITS) has re-initiated a partnership with Proteus Services. Cristina Perez, Health Educator Assistant, attended a Proteus clinic in Iowa County to educate and promote the JCPH ITS program. ITS will integrate comprehensive STD services in select clinics throughout warmer months.

The Environmental Health food team has been working with the BOS special caucus and stakeholders on a new commercial kitchen located on the historic Poor Farm providing food education, classes, and space for food growers.

Pettit-Majewski and Rubin have been working on a candidate forum with Iowa Public Health Association (IPHA), Hannah Schultz, Feeding America and Sato Ashida, University of Iowa College of Public Health. They are currently coordinating dates for the forum.

Iowa City, Swisher, Tiffin, Lone Tree and North Liberty all have tobacco and nicotine-free parks. Susan Vileta, Health Educator, conducted outreach in July with city park staff and board members in Solon and Coralville to encourage them to follow suit.

Chuck Dufano, WIC Coordinator, has completed on-site clinic access surveys at the proposed new clinic site in Coralville Methodist church and the North Liberty Community Center where GIS data shows areas of need. Hawkeye Area Community Action Program has been awarded the WIC grant. JCPH WIC allocations for 2023 will be reduced compared to previous years.

Rebecca Nielsen, Emergency Preparedness Planner, and Pettit-Majewski attended the NACCHO 360 Summit in Atlanta, GA July 17-July 21, 2022 Conference through a scholarship grant awarded through NACCHO.

JCPH conducted an assessment on understanding health equity to inform how we proceed to build a curriculum to address the issue.

Wallace adjourned the meeting at 5:30 pm.

Approved by Board of Health Action on

September 14, 2022

Signature on File

Date

Peter D. Wallace, MD, MS, Chair

Submitted by:
Susan Denny
Secretary II