



Scott County Health Department

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SCOTT COUNTY BOARD OF HEALTH

July 20, 2017

MEETING MINUTES

12:00 p.m.

The meeting was called to order by Mrs. Coiner, Chair of the Scott County Board of Health.

Members Present: Mrs. Coiner, Dr. O'Donnell, Dr. Sandeman, Dr. Hanson, Dr. Squire

Staff Present: Edward Rivers, Amy Thoreson, Eric Bradley, Denny Coon, Roma Taylor, Tiffany Tjepkes, Teri Arnold, Lenore Alonso, Brooke Barnes, Leah Kroeger, Christina McDonough

Others Present: Nicole Mann, Morgan Cooper, Leslie Corlett

Dr. O'Donnell moved to accept the agenda. Motion seconded by Dr. Squire. Motion carried unanimously.

Dr. O'Donnell moved to approve the minutes of the June 15, 2017 Board Meeting. Motion seconded by Dr. Hanson. Motion carried unanimously.

Edward Rivers recognized the following employees for their years of service with the department.

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| • Cindi Levetzow, Resource Assistant | 9 years | July 30 |
| • Tim Dougherty, Environmental Health Specialist | 10 years | July 9 |
| • Trish Beckman, Medical Assistant | 12 years | July 18 |
| • Stuart Scott, Community Health Intervention Specialist | 27 years | July 9 |

Mr. Rivers introduced Morgan Cooper. She has her Bachelor Degree in Health Sciences and is currently a Masters of Public Health student at George Washington University. She will be assisting with the Health Equity Assessment.

The following reports were reviewed and discussed by the Board:

A. Director's Report

Mr. Rivers shared that Iowa Department of Inspections and Appeals (DIA) conducted a performance review of our retail food inspection program at the end of May and the final report was received. This was the first time a review like this has been conducted. The review found numerous procedural issues related to complaint handling, foodborne illness reporting, and assignment of facility risk category. There were also some data entry issues but staff received some training during the program review. The inspection data from across the state of Iowa contracts shows that, compared to the other inspectors, the Scott County Health

Department identified a significantly smaller percentage of violations during the current contract (July 2015 – May 2017).

The Department is not fully meeting its obligations under the 28E Agreement. DIA has requested a written response within sixty days for each contract performance area identified as needing improvement. These areas are being addressed by updating procedures and reviewing these updates with staff. The inspection percentage issue has been chosen by the QI Council as the next project. This should help identify the root causes of the issue and develop an action plan to submit to DIA. The corrective action plan is due in August.

Mrs. Coiner commented she recalls an article in a national magazine stating the State of Iowa should follow the example of Scott County regarding food inspections because of the great job they have done. This however was some time ago.

Mr. Rivers asked Eric Bradley to inform the Board of an issue that staff has been working on regarding pool management at a local hotel. The pool was re-inspected specifically to determine the level of combined chlorine (CC) as it has been reported as being 0.0 ppm consistently for the last three months. While there is no required level for CC, CDC recommends trying to keep it below 0.2 ppm. Since there was a large discrepancy between what was found, and what has been reported, staff worked with management to determine the root cause. Management was educated on the proper testing protocols. While there, staff noted that the oxidation reduction potential (ORP) was below acceptable limits and the pool was closed. In response to the closure, management contacted its EcoLab representative to come out and assist with reopening the pool. It was determined at that time that the source water coming from Iowa American Water. Iowa American Water told the technician it may have been due to their recent breakpoint chlorination treatment, and that it may decrease over the next couple of weeks. Staff plans to follow-up with the hotel over the next couple of weeks.

Dr. Hanson questioned if the levels were too high because of the source water, would it not cause a high level at all pools? Mr. Rivers explained that it would depend on when it was filled and what percentage of the water had the higher levels.

Mr. Rivers shared that staff continues to work with the owner of two buildings, associated with a lead poisoned child, who was conducting lead remediation work without the proper certifications. The work was halted and the owner was scheduled to attend class. He will be required to provide proof of passing the class before he is allowed to resume work.

Mr. Rivers also shared that one of the classes at Augustana this term plans to work on education materials and a marketing campaign to raise awareness of the many lead issues in the community.

Mr. Rivers informed the Board that Tiffany Tjepkes was appointed as a member to the National Association of County and City Health Officials' (NACCHO) Performance Improvement Workgroup. It is a two-year commitment.

Mr. Rivers reported that staff attended a Mobilization for Action through Planning and Partnerships (MAPP) Training hosted by NACCHO. MAPP is a program that will help with our next community health assessment. Work should begin next year, ahead of the state required schedule, because we will be working with the two local hospitals and the Federally Qualified Health Center (FQHC) Clinic, Community Health Care, Inc.

Mr. Rivers informed the Board that staff attended the last Retired Senior Volunteer Program (RSVP) Advisory Committee meeting. Due to funding cuts from local agencies, limited funding from the State of Illinois, and uncertainty from the federal government, Western Illinois University (WIU) will discontinue support for RSVP as of July 1, 2017.

Denny Coon shared that another RSVP agency in Illinois had to shut down due to the lack of funding. Some of the agencies are not shutting down completely, just curtailing activities based on what funding is available. This organization provides leadership and coordination for volunteers and retired seniors in the bi-state area. The RSVP volunteers are used as part of our volunteer management system for disasters. The Emergency Management Agencies (EMAs) are trying to find a way to continue some kind of format to utilize them for various volunteer registrations, Community Organizations Active in Disaster (COAD), and the food banks.

B. Public Health Activity Report for the month of June 2017

C. Budget Report for the month of June 2017

Following discussion, Dr. Hanson moved to approve the claims. Motion seconded by Dr. Sandeman. Motion carried unanimously.

D. Scott County Kids Report

Nicole Mann thanked the Board for their continued support for the Childcare Nurse Consultant position with the Health Department.

E. Title V, Local Public Health Services, Tobacco Use Prevention Program and WIC Report for the month of June 2017

Tiffany Tjepkes reported the intern is finishing up with the Maternal Health needs assessment. She has spent her time with the department going out into the community to learn more about Maternal Health. Tiffany will report on her findings at the next meeting.

Tiffany Tjepkes informed the Board that the state announced the final allocation for the Local Public Health Services contract. The allocation is being combined into one category and is being labeled Essential Public Health Services. In previous years there were two categories of money; one titled Local Board of Health and the other Healthy Aging. This is being done to simplify the budget and increase flexibility.

Dr. Hanson asked if they were changing the funding level and if the total will be the same. She expressed concern that combining funding categories is at times the beginning step to decreasing funding.

Ms. Tjepkes also reported that Community Health Care, Inc. submitted its Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) application. They were the only applicant in the area but are still waiting to hear if they have been awarded the contract.

F. Public Health Preparedness Program Report for the month of June 2017

Denny Coon stated he had nothing to add to the report that was provided to the Board.

G. Public Health Modernization Report for the month of June 2017

Amy Thoreson reported that the Advisory Council did not meet in July.

H. Health Department Strategic Plan Report for the month of June 2017

Mr. Rivers informed the Board that the focus remains geared toward data collection for Accreditation and Quality Improvement. We are approaching the halfway point toward the due date. He also mentioned the NACCHO Accreditation Support Initiative Grant has been completed. This grant funded the development of the Quality Improvement Plan which the Department has submitted. He stated that we were praised as it is a well written, high quality QI Plan.

The Organizational Culture and Workplace Environment team has been working on an official procedure for recognizing employees. The team has made plans to recognize the CRIPS Service Area this month.

The Workforce Development team continues to work on the Workforce Development Plan. The team had previously worked with the University of Iowa to get the framework set and do the initial workforce assessment. The team is currently working with Laurie Walkner from the University of Iowa College of Public Health regarding assisting with another workforce development assessment. The team will review the current version of their assessment tool and determine how to move forward.

I. Board of Health Program Orientation

Leslie Corlett provided the Board with an overview of the River Bend Foodbank Program. Dr. Hanson inquired as to how the areas of high need are determined. Ms. Corlett stated that it is based on existing programs or programs that have been grandfathered in. They are also contacted by some schools that request the Backpack Program for the kids during the school year. The Backpack Program is not fully funded. This is one of the many areas where volunteers are needed.

Following discussion, Dr. Hanson moved to approve the reports. Motions seconded by Dr. Sandeman. Motion carried unanimously.

Mrs. Coiner moved to Public Comment

There was no comment.

Mrs. Coiner moved to Unfinished Business

There was no unfinished business.

Mrs. Coiner moved to New Business

Following discussion, Dr. O'Donnell moved to approve and authorize the signature of the Childhood Lead Poisoning Prevention application, contract, subcontract and any subsequent amendments. Motion seconded by Dr. Hanson. Motion carried unanimously.

Following discussion, Dr. O'Donnell moved to approve and authorize the signature of the RACOM Critical Communications Service Support Contract. Motion seconded by Dr. Sandeman. Motion carried unanimously.

Following discussion, Dr. Hanson moved to approve the Swimming Pool and Spa Program Inspection and Re-inspection fee increases effective August 1, 2017. Motion seconded by Dr. Sandeman. Motion carried unanimously.

Following discussion, Dr. O'Donnell moved to approve and authorize the Staff Education Requests. Motion seconded by Dr. Sandeman. Motion carried unanimously.

The next meeting will be held on September 21, 2017.

There being no further business before the Board, the meeting adjourned at 12:53 p.m.

Respectfully submitted,

Teri Arnold
Recording Secretary