

WORTH COUNTY BOARD OF HEALTH

95 9th St N

Northwood, Iowa 50459

Minutes for

August 23, 2011

8:30 a.m.

Meeting called to order at 8:35

Board Of Health members present: Dr. Stephanie Seemuth, Theresa Cooper, Dave Haugen, Denny Bartz and Scott Halbach

Worth County Public Health staff present: Teresa Johnson, Sarah Bruce, Shane Buenzow, Diane Myli

Agenda: Add letter from past employee. Approved as written with addition as motion made by Denny Bartz and Dave Haugen provided a 2nd.

Minutes: stand approved

Wage Evaluation: It was reported that our agency is now short 2 RN's and is having difficulty finding an adequate replacement at our starting wage of 18.50. After discussion, the new starting wage will be \$20.00 for an RN. Present RN's will have a wage adjustment of 1.44/hour effective 9/1/11 motion made by Scott Halbach and 2nd by Denny Bartz - carried

Diane left the meeting at 9:10 and Shane joined the meeting.

Sanitation Update: An update was provided on each individual case that is open and action that would be taken. No objections to procedure – encouraged correspondence are sent by certified mail. Sanitarian left at 9:50.

Evaluation of Administrator: Two members of the BOH will meet to complete the evaluation form and then present /discuss it with the administrator. Each year the evaluation will be done by different BOH members. This will be done annually near the end of the Fiscal Year.

BOS approved 51.5 cent/mile 7/1/11: Just an FYI to the BOH. No action taken.

Building upgrade updates: No update available.

Emergency Preparedness update/signature: Dr. Seemuth was provided with the paperwork to sign.

Private Pay client evaluation of services: Discussion was held on the need to limit cleaning for individuals that want services rather than need services. With budget reductions; it was agreed that there will be a 2 hour/week maximum for cleaning. The RN evaluates each individual situation and their input will be taken into consideration.

Letter from past employee: Discussion occurred regarding a packet of paperwork by an employee that terminated her employment and was requesting an adjustment to her final benefit paycheck. The BOH felt that due to the existing information provided that they would pay the full benefits and not prorate them. There was discussion regarding making a separate policy for our department. Tabled until a future time.

Next Meeting scheduled for November 8th at the Public Health office at 8:30 a.m.

Meeting adjourned at 10:45

Minutes submitted by Sarah Bruce