

WORTH COUNTY BOARD OF HEALTH

MINUTES

September 1st, 2023

Worth County Public Health

95 9th St N, Northwood, Iowa 50459

8:30 AM

- I. **Meeting called to order** at 8:34am. Present: Denny Bartz, Mark Smeby, Kathy Meyer, Diane Myli, and Nicole Sheffield.
 - a. **Acknowledge Guests:** None
 - b. **Approve Agenda:** Motion by Mark Smeby, 2nd by Diane Myli to approve the agenda with no additions. All in favor, motion passed.
 - c. **Previous meeting minutes** approved as read.

- II. **Board of Health Members**
 - a. **New Member:** Nicole Sheffield, ARNP, was appointed to the Board of Health by the Board of Supervisors, with an effective date of September 1st, 2023.
 - b. **Elect Officers:** Discussion on election of officers due to retirement of the Chair of our Board of Health. Motion by Mark Smeby, 2nd by Kathy Meyer, to elect Denny Bartz as Chair. All in favor, motion passed. Motion by Mark Smeby, 2nd by Diane Myli to elect Kathy Meyer as Vice-Chair. All in favor, motion passed.
 - c. **Updated Policies:** Review of updated policies. Motion by Mark Smeby, 2nd by Diane Myli to approve all updated policies and to review immunization standing orders/immunization policy every 5 years. All in favor, motion passed.
 - d. **Standing Orders:** Information provided on our standing orders that will be signed by Nicole Sheffield.
 - e. **Medicare Paperwork:** Information provided on the need to send in Medicare paperwork due to the change in our Board of Health Chair.

- III. **Budget**
 - a. **FY24 Budget Update:** Handout and discussion on current budget report.

- IV. **Staff Update** on our recent home care aide training and our nursing staff.

- V. **CHA CHIP Update** on our plans for completion, what the process will be, and the due date.

- VI. **Flu Vaccine Update** on the partial vaccine shipment we have received and our plans for administration of flu vaccine.

- VII. **FY23 Annual Report:** Handout, review, and discussion on the Worth County Public Health FY23 annual report.

- VIII. **Next Meeting:** Scheduled for November 3, 2023 at 8:30am.

- IX. **Adjournment of Meeting:** Call for adjournment of meeting by Denny Bartz. Motion by Kathy Meyer, 2nd by Diane Myli to adjourn the meeting at 9:15am. All in favor, motion passed.