PERRY COUNTY HOME HEALTH ADVISORY COMMITTEE AND

**PERRY COUNTY BOARD OF HEALTH**

**EMERGENCY MEETING MINUTES**

April 14, 2021

6:00 PM

Present: Barb Stevenson, Brice Harsy, Sherry Wertz, Beth Bigham, Dr Steele Bobby Kelly and Miles Priebe.

Absent: Dr Forbes

Call to order at 18:14 by Brice Harsy

### **OLD BUSINESS**

Barb noted that the county has last years budget on file, not our current approved budget. Bobby will investigate it and get it corrected.

### Review and approval of Board meeting minutes January 13th and January 22nd, 2021. Motion to accept by Dr Bigham 2nd by Dr. Steele.

### Review of December 2020, January, and February 2021 Balance Sheet, Accounts Receivable, Treasurer Report, Balance Report (2), Income Deposit Detail, Deposit Detail, Quarterly Expenditures. Nothing outside of normal.

Reviewed December 2020, January, and February 2021 Quarterly Report

Employee complaint was discussed during executive session at last meeting. It is now brought to open session. The complaining party was given opportunity to discuss it with Brice. The investigation revealed nothing out of line. No contact back from the complaining party. Issue closed.

### **NEW BUSINESS**

**Clinic (WIC/FCM/Immunizations, etc.) update**: Working remote, bringing in new preg and high-risk babies for appointments (one at a time). State review by IDPH. Findings have been corrected and we are waiting on the corrective plan to be accepted. Immunizations on Mondays and Tuesday’s, spreading out appointments to allow for social distancing.

Sara Stutes is on Maternity Leave (12 weeks)

Paternity testing has resumed.

**Home Health**: IDPH review completed. Finding has been corrected and corrective action has been accepted by the state. Computer charting has started. Few bumps. Cindy will be on vacation. Once her 2 patients are discharged, she won’t be taking new patients while she is getting her certification.

**Environmental Health**: Working on COVID mostly. She will be going back to inspections. Very busy.

**Health Education/Sexual Health**: Becky Farrari is doing well. Working on multiple grants. Working with Celena Slowick to sign people up for COVID vaccination. Working with PCSD to distribute Narcan. She should have her certification soon. Starting Coalition meetings back up soon. Also, the Chronic Disease Self-Management classes starting again also.

**Parking Lot**: In bad shape. Fall hazard, ruining carpet, etc. Barb has gotten one estimate. Estimate to pave back is $55,000.

**Sidewalk Insurance Claim**: We had a sidewalk that got ran over during COVID clinic. We have submitted a claim to the insurance company and are waiting to hear. The cost to fix the sidewalk is about $8000. We have a $5000 deductible. Front steps hit by HW dept while clearing snow. The cost to fix this is $12000. Unsure if this will be an insurance claim.

Motion to fix the sidewalk ASAP. The cost will be up the $8200. Motion made by Sherry Wertz and 2nd by Bobby Kelly.

**Organization Structure**: Barb has put together an organizational structure. Barb described what she would like to do. This would involve hiring a non-union Assistant Administrator. This position should have at least a bachelor’s degree and should be an RN. They should have management experience. This person would be able to step in for any Director and fill in for the Administrator for time off.

Other positions that would be needed eventually would be a Health Education Director and a PRN Staff nurse as well as an Environmental Health Assistant. Motion by Sherry Wertz, 2nd by Bobby Kelly. Motion approved.

Motion made to move Health Education into its own department and hire a Health Education Director. Also, to hire a PRN Health Educator RN that will be paid solely by available grants.

Update(s):

* Additional funding $125,000 mass vaccination grant.
* Contact tracing grant structural work is still in progress.
* May move a few contact tracers into other areas.
* Johnson & Johnson vaccine on pause

Executive Session: none

Next Meeting July 14, 2021 at 6:00p.m.

Motion to Adjourned by Dr. Bigham, 2nd by [?]

Meeting adjourned at 20:25.