



PUBLIC HEALTH

Danielle Pettit-Majewski, BS, MPH, Director

Board of Health
Joni Bosch, PhD, ARNP
Vice Chair, Zachary J. Pollock, PharmD, MS
Chair, Bonnie Rubin, MLS, MBA, MHA
Peter D. Wallace, MD, MS
Melanie Wellington, MD, PhD

JOHNSON COUNTY BOARD OF HEALTH

May 17, 2023

MEETING MINUTES

4:00 pm

Call to Order: Bonnie Rubin, CLS, MBA, MHA called the meeting to order at 4:00 pm.

Roll Call: Bonnie D. Rubin, CLS, MBA, MHA; Joni Bosch, PhD, ARNP; Peter D. Wallace, MD, MS (Via Zoom). ABSENT: Zachary Pollock, PharmD, MS; Melanie Wellington, MD, PhD

Staff: Danielle Pettit-Majewski, Director; Sam Jarvis, Community Health (CH) Manager; Kristin Meyer, Fiscal Manager; Rob Thul, Environmental Health (EH) Manager; Roberta Sloat, Clinical Services (CS) Manager; Amy Preslicka, CS Clerk II; Fatoumata Traore, CS Health Educator Assistant; Lisa Parlato, CH, Chronic Disease Prevention Specialist; Alissa Sotzen, Account Clerk I; Susan Denny, Secretary II

Others Present: Dave Van Compernelle, Assistant County Attorney; Royann Mraz, MD; Ann Tabor, MPH, V Fixmer-Oraiz, BOS Liaison (Via Zoom)

Approval of Minutes: Motion by Bosch to approve the April 26, 2023 meeting minutes; seconded by Wallace. The motion passed unanimously.

Next Regular Meeting Date and Time: June 21, 2023 in Conference Room 203 at the Health and Human Services Building at 4:00 pm.

Citizen Comments / Questions / Issues: None

New Employee Introductions: Meyer introduced CS Clerk II Amy Preslicka who started on April 17, 2023. Preslicka gave a short history of her background and experience. Sloat reported Hayley Abdo, CS Public Health Nurse started on May 3, 2023. Abdo was unable to attend today's meeting and will be introduced at the June BOH meeting. Sloat then introduced Fatoumata Traore, CS Health Educator Assistant since May 1, 2023. Traore also gave a short history of her background and experience. BOH members welcomed Preslicka and Traore.

DISCUSSION / PRESENTATION(S):

- **Be Smart:** Royann Mraz, MD and Ann Tabor, MPH presented a power point slideshow and handout. Mraz, a retired pediatrician and former medical director for the Center for Disabilities and Development, explained the Be Smart program was developed by Every Town for Gun Safety with input from the American Academy of Pediatrics, the American Academy of Family Practice and other health care provider agencies. The message of the Be Smart (Secure, Model, Ask, Recognize, Tell) program is to provide safe gun storage methods to reduce the incidence of non-intentional gun injuries and decrease the incidence of adult, teen and child suicides. Mraz reported CDC statistics on gun deaths in child populations are primarily homicides while adult gun deaths are mainly suicides. Tabor described the meaning behind the letters in the acronym. She noted three gun related goals are included with the Healthy People 2030 objectives and provided website links for more information. Discussion on ways JCPH could support their efforts included considering a position paper, collaboration with BOS, handouts and conversations with clients at clinics to promote gun safety.
- **BOH-BOS Joint Meeting Agenda Items:** Rubin informed OH members a joint meeting between the BOH and the BOS was requested by the BOS office to be added to the June 21, 2023 BOH agenda. In a letter to Pettit-Majewski from Jill Wenger, BOS Administrative Assistant outlined three discussion subjects including goals, oversight and purview, and BOH membership. Ruben proposed scheduling an annual joint meeting to promote better communication between the boards. Rubin added BOS liaisons Royceann Porter and V Fixmer-Oraiz currently meet monthly with she and Pettit-Majewski. A summary of the most recent meeting with the BOS liaisons was provided to BOH members. Also requested by the BOS was discussion regarding residency requirements pertaining to the director's job description. BOH members discussed location versus availability by other methods pertaining to emergency events and repercussions resulting if the job description was changed. Van Compernelle clarified whether the joint meeting should remain an open meeting. He confirmed it must remain an open meeting and is planning to attend. Pettit-Majewski asked for clarification on agenda assignment and suggested a timetable to accommodate other BOH business. Discussion between BOH members, staff and BOS liaison Fixmer-Oraiz concerning additional topics for the agenda followed.

ACTION ITEMS

Expenditures Over \$3,000:

- **23-06 RFA for purchase of an Electronic Health Record (EHR):** Rubin informed BOH members this potential expenditure request and estimated cost should be viewed as information only. She will not be asking for a vote at this meeting, but would like to discuss the proposal and available funds in the JCPH budget. She reminded members the BOH approved renovations concerning CS flooring and reception areas last meeting which have now been adjusted to complete the flooring renovations only (mainly for hygienic reasons) and postpone the other renovations due to time constraints. Those funds could potentially be used for the EHR purchase. An EHR would have the ability to interface with programs used by the State and Pettit-Majewski added Iowa Connected and the IRIS system as well. Bosch supports the purchase proposal, but stressed the importance of training time for staff. Rubin suggested the JCPH staff write more complete specifications for what is needed in an EHR system before approving purchase. She added designating funds for this proposal will fall into the FY25 fiscal year. Pettit-Majewski reported meeting with CDP Healthcare for a presentation and estimate which has the ability to interface with WIC software and will be exploring other EHR systems that have that capability. More discussion followed. JCPH staff will submit a revised RFA for the FY25 fiscal year budget. Meyer asked for approval to continue the process to determine specifications. Rubin confirmed BOH approval to proceed.

Applications, Contracts and Agreements: None

OTHER

- **23-07 BOH Position Statement on Helmet Use:** Parlato reported the overall message of the Helmet Use Position Statement initially approved in 2013 remains basically the same. Parlato updated sources for the statement. Bosch requested including costs for traumatic head injuries and devastating injuries to emphasize the importance of helmet use related to healthcare costs. Parlato will modify the position statement to reflect impacts of injuries related to non-helmet use. Wallace added Iowa is one of only three states that does not have a helmet law in place and stressed the impacts on families and caretakers of patients suffering from traumatic brain injuries and other serious conditions from lack of helmet protection.

This item will be updated to include the requested additions and added to the June agenda.

- **23-08 Lead Public Health Dietitian Job Description:** Due to a delay in HR, the job description for Lead Public Health Dietitian will be proposed in the June meeting. Sloat explained when the State redrew service areas beginning in FY23, JCPH began working with partners in Linn County and Hawkeye Area Community Action Program (HACAP) resulting in JCPH being awarded the Maternal Child Adolescent Health (MCAH) grant and HACAP the Women, Infants, and Children (WIC) grant making it necessary to adjust the job description previously approved for both JCPH and HACAP to meet grant parameters. She added this change will be for a five year contract period. Changing the job description will result in reposting the current position. If the new job description is approved in June, it will be presented for approval to the BOS.

Reports / Inquiries:

County Attorney: None

Members, Board of Health: Rubin shared meeting minutes and notes from the National Association of Local Boards of Health (NALBOH) virtual meeting. Joy Harris, MPH, formerly with the Iowa Department of Public Health (IDPH) now works with the Public Health Accreditation Board (PHAB). She recently presented on the Foundational Public Health Services and is creating a training program for Board of Health members. Rubin offered to involve the Johnson County BOH to pilot the training program. Rubin will be sharing an email concerning review and questions sent by Harris with Pettit-Majewski, Van Compernelle, and BOH members. She added Johnson County BOH could potentially be one of the first BOH departments in the nation to participate.

Members, Board of Supervisors: None

Director: Pettit Majewski highlighted events from her monthly narrative report. She met with the new Executive Director to the BOS, Guillermo Morales and provided him with helpful information concerning the BOH and Iowa codes. New staff to be introduced at the next meeting includes CS RN Hayley Abdo as well as a new EH Specialist, Laura Sneller in the food program. Jennifer Miller, Disease Prevention Specialist (DPS) is completing a practicum project with a student from University of Iowa College of Public Health focusing on analysis of local tuberculosis data in Johnson County. A new CS Health Educator, Mallory Holub will be starting on June 5, 2023. Preparedness Service Area will provide several translator devices for participating agencies.

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Rebecca Nielsen, Emergency Preparedness Planner selected a device and one will be provided to each JCPH division. Pettit-Majewski met with the International Rescue Committee to potentially partner with them as they work to bring a refugee settlement office to Iowa City. Currently they have an office in Des Moines and would like to add a location in Eastern Iowa. Focus will be on refugees from Congo and Sudan. The location could be operational as soon as October or November 2023. EH worked with the JCPH Outreach and Engagement coordinator addressing food safety during power outages through. Amelia Slaichert, DPS, worked with a local daycare on a gastroenteritis outbreak education and resources.

Motion by Bosch to adjourn; seconded by Wallace.
The motion passed unanimously.

Rubin adjourned the meeting at 5:27 pm.

June 21, 2023

Date

Submitted by:
Susan Denny
Secretary II

Signature on File

Bonnie Rubin, MLS, MBA, MHA, Chair