

**BLACK HAWK COUNTY BOARD OF HEALTH MEETING**  
**MINUTES**

June 29, 2022

The meeting of the Black Hawk County Board of Health was called to order at 7:35 a.m. by Chair, Rev. Dr. Mary Robinson (via video conferencing). Members present: Kingsley Botchway (via video conferencing), Dr. Wesley Pilkington, and Attorney Heather Prendergast (via video conferencing). Absent: Dr. Disa Cornish and Dr. Adam Roise. A quorum was met.

Others present in person: Kaitlin Emrich, Amanda Fesenmeyer, Bethany Fratzke, and Megan Olmstead.

Others present via video conferencing: William Aukes, Gabbi DeWitt, Jenna Diephouse, Becky Clark, Rory Geving, Jacob Hayworth, Teresa King, Micah Knebel, Linda Laylin, Rachael Mayer, Megan Olmstead, Jared Parmater, Joshua Pikora, Aaron Reinke, Lori Rottinghaus, , Lisa Sesterhenn, Tonya Wilder, and Bridgett Wood.

Unless otherwise noted, all actions were approved unanimously.

I. Approval of Agenda – For Vote

Discussion: None

Action: Dr. Pilkington moved, and Mr. Botchway seconded to approve the agenda. Motion carried.

II. Approval of Minutes\* For Vote

Discussion: None

Action: Dr. Pilkington moved and Mr. Botchway seconded to approve the Board of Health Minutes for May 25, 2022. Motion carried.

III. Public Comments – No comments

IV. The summer interns were introduced:

Bethany Fratzke introduced Jacob Hayworth who is a current student at Wartburg College who has filled one of the Greenlowa service member host site positions and will be here through August, helping with nutrition activities.

Gabbi DeWitt introduced Layna Mee, a UNI Student who just completed her undergrad in public health promotion with an emphasis in women's studies. She will be pursuing her master's degree. She will be splitting time with AmeriCorps and learning about public health programs. She has also been helping with communications and messaging with the Burmese community.

Lisa Sesterhenn introduced Sierra Meeks who will be a senior at West this year from the UNI-CUE program. She will be helping with gardening and developing communication messages on public health for the youth in the community. She is interested in a career in environmental justice and will also be spending time in the Environmental Health program.

V. Retirements

Jared Parmater announced Carla Bergmeier has retired with 24 years of service. Ms. Bergmeier was very knowledgeable in the food safety program and could anticipate events ahead of time, always ready with a solution.

Jared Parmater stated that Sandra Heinen will be retiring July 15<sup>th</sup> with 32 years of service. Mr. Parmater noted that Ms. Heinen was a good teacher of the program helped coach him through inspections. She was a key player in the success of the Environmental Health program.

Mr. Parmater wished both Carla and Sandra well in their retirement and said that they will be missed.

VI. Presentation by Teresa King, Pathways Behavioral Services

*Summary of Presentation: Integrated Provider Network (IPN) Grant*

- Alcohol: Restriction in public places (Park & Community Event Alcohol Policies) and small group session education
- Marijuana Diversion Services- Prime for Life 420 program is for youth who have been found in possession or identified as at high risk.
  - Marijuana: Workplace policies provide presentations and technical assistance for oversight committees moving to development of model policies.
  - Assisting businesses with Tobacco Free Policies to include Nicotine (Vape) as part of their policy (2 businesses requested assistance reviewing current policies)
- Prescription Medication: Generation Rx
  - Presentations to schools, youth serving agencies, businesses, community groups and retirement villages, surrounding scope of the prescription medication problem and risk factors of prescription medication
  - Driving education presentations to talk about risk factors of prescription medication while driving
  - Problem Gambling: IDPH Media Campaign
    - Build capacity surrounding the growing issue of Problem Gambling in Iowa
    - Provide presentations and technical assistance moving oversight committees closer to developing model policies surrounding Problem Gambling in the workplace
  - LifeSkills Program
    - Teaching personal self-management, general social skills, and drug resistance skills to schools, after school programs, youth servicing community agencies, and churches
  - Tobacco: Workplace Presentations
    - Provide presentations and technical assistance moving oversight committees closer to developing model policies surrounding tobacco/nicotine.
  - Tobacco/Nicotine-Community Partnership Grant
    - Prevention Initiation of Tobacco use among young people
      - ISTEP Chapters (Iowa Students for Tobacco Education and Prevention) Bunker Middle School, East High School, West High School, Union High School, Hoover Middle School, and Don Bosco

- Tobacco/Nicotine Free Parks stakeholder meetings surrounding implementation of Tobacco/Nicotine free parks, no new ordinances as of Q3 FY22
- Eliminate Nonsmoker's exposure to secondhand smoke-Businesses/Worksites Tobacco/Nicotine Free Policies & Behavioral Health/Mental Health Facility Policies
- Promote Quitting among young people and adults by increasing the number of users to Quitline Iowa & My Live My Quit
- State Opioid Response & Psychostimulant Grant
  - Training to increase awareness of stimulant and opioid use disorders through presentations and trainings (clients, families, healthcare providers)
  - Media campaign distribution by bus ads, Courier ads, and TV commercials
  - Opioid Toolkit (Policy Change) – Tackling Opioids through Prevention for Athletes implemented in at least three middle/high schools, colleges, and/or athletic facilities
  - Promotion of Tele-Naloxone and Local Pharmacy Naloxone programs
    - By September 29, 2022, community groups will have access to naloxone services, training, and technical assistance
    - Held 40 Coalition Meetings/community events
    - Participants/groups/organizations have received information regarding access to Naloxone/Trainings and technical assistance
  - Community Based Policy Change – Drug Endangered Children
    - Increase capacity to address the needs and impacts of drug endangered children and their families and develop a local DEC alliance to offer targeted, intensive technical assistance impacting systems of change
      - Drug Endangered Children Academy Completion
      - Cedar Valley DEC Alliance Kickoff- June 2022

Discussion: Dr. Pilkington asked if there would be a way that Pathways can facilitate increased access to naloxone and testing strips for fentanyl to prevent overdoses.

Ms. King stated that funding for these programs has not been finalized and unsure if it will be sent to the state or to the counties. Naloxone is available by purchasing online so individuals do not have to go to a pharmacy to request it. In Iowa, the testing strips for fentanyl are considered drug paraphilia. Trainings on harm reduction shows that the testing strips are not always accurate since the strip can miss a tiny particle of the fentanyl, and it can still cause harm. In some cases, even if the test strip was positive for fentanyl, the drug user may sell to another person who is not aware that the drug contains fentanyl to recover the funds spent on the drug purchase.

Rev. Dr. Robinson asked where the referrals come from for services provided by Pathways.

Ms. King responded that there is a substance abuse counselor that works in several of the local schools in Black Hawk County. Some student referrals would come from this service, but clients can come from several different resources including corrections, healthcare providers, employers, personal, or legal committals. She noted that clients are from every different type of background. These issues are not specific to select groups.

Rev. Dr. Robinson asked how Pathways identifies community stakeholders and would like to know if all community groups are being offered these programs to ensure inclusivity.

Ms. King stated that outreach is sent out to hundreds of different community groups through all types of communication to ensure all types of groups are reached.

VII. Extension of Unit 8 Collective Bargaining Agreement: AFSCME Local 679\*– Kaitlin Emrich, Deputy Director – For Vote

Discussion: no discussion

Action: Dr. Pilkington moved and Mr. Botchway seconded to approve a 2-year Collective Bargaining Contract extension for Unit 8 Collective Bargaining Agreement: AFSCME Local 679 which would be in effect July 1, 2022, through June 30, 2024. The contract remained unchanged apart from the agreed upon 3% across the board, cost-of-living increase each of the two fiscal years which are reflected in the wage tables and will include the Appendix A-1 from the memorandum of understanding signed December 19, 2019 to update the pay classifications. Motion carried.

VIII. Health Department & COVID-19 Update

*Summary of Health Department Update presented by Deputy Director, Kaitlin Emrich*

- 5<sup>th</sup> Floor Clinic West Wing AC unit broke down in May and is currently waiting on replacement.
  - To mitigate, two window air units and fans have been placed to circulate the air.
  - Due to high heat indexes in June, this has been hard to keep it cool.
  - Patients have had some adverse effects from temperature extremes in the clinic. The department has started to receive negative comments from patients regarding the temperature extremes as well as the noise caused by the fans.
  - Mitigation efforts were put in place by maintenance and management.
  - Due to supply chain issues and other circumstances, the replacement is taking an extended period. The new AC unit should arrive next week per vendor and installation will begin as soon as possible.
  - On June 21, 2022, the Human Resources department received a notice of a complaint from Iowa OSHA regarding temperature conditions in the clinic.
  - Kaitlin Emrich (Deputy Director), Amanda Fesenmeyer (HR), Rory Geving (Maintenance Superintendent), and Tonya Wilder (Clinic Manager) drafted a response to the complaint which was shared with the board and staff on June 28, 2022.
- Additional requests that have been submitted to the Maintenance Superintendent.
  - Patient restroom repairs
  - Identified the need for two more workstations for AmeriCorps service members to begin in the fall
  - Temperature controlled storage for condoms

*Rory Geving, Superintendent of Maintenance, reviewed mitigation efforts with the AC unit needing replaced.*

- Widespread issues with supply chain delays

- Working closely with the vendor who stated that the department is at the top of the list to get this new unit installed as soon as possible. Mr. Geving noted that this has been a top priority.
- Maintenance is doing temperature checks in this area of the building until the new unit is installed. If the clinic area does reach around 84 degrees, the Health Department will make the decision to close the clinic for that period.

Amanda Fesenmeyer encouraged everyone to review the OSHA response. The response from OSHA was determined that mitigation efforts had met their requirements.

Discussion: Dr. Pilkington asked what the vendor's reason for taking so long to obtain a new unit.

Mr. Geving said the delay in the supply chain is causing longer than expected lead times and it has been seen across the board, and it is hard to anticipate unit failures. Each unit has been serviced recently and there were no reasons to be concerned except that it did have quite a bit of age on it. This unit replacement has some unique specs as the location of the unit is outdoors and the building is over 100 years old.

Supervisor Laylin thanked everyone for their patience with all the factors that are out of county's control. Other areas like transportation are being affected as well with the supply chain delays. When considering OSHA complaints, she encouraged staff to please reach out to Human Resources, to the Board, or to the Superintendents to ensure that the department is addressing any issues or concerns internally first.

Ms. Emrich encouraged internal outlets to communicate their concerns.

*Ms. Emrich continued with the Department update:*

- Current vacancies due to attrition and recent retirements
  - EH officer - position closes July 3
  - Public Health Nurse - position closes July 31
  - Child Care Nurse Consultant - position closes July 31
  - Health Educator - posting soon
  - Healthy Homes Coordinator - position closes July 24
  - 1st Five Community Program Coordinator - posted internally until June 29th
  - Two Administrative Aides hired - start date July 18th
  - EH Officer hired - start date July 5
- Staff are working hard to complete end of fiscal year reports related to grants and programs
- Total grant funds applied for since March: \$1,302,152. This includes 1st Five, Iowa Nutrition Network School Grant Program, Local Public Health Services, Care for Yourself, Immunization Services, Childhood Lead Poisoning Prevention Program, Grants to Counties, and Child and Adolescent Health and Oral Health Program.
- Working with the finance department to complete questionnaires for phase one and two of ARPA
- Strategic plan tactics in development; on target for August completion date and update to BOH
- 2022 Community Health Assessment (CHA) initial results shared with steering committee on June 16, 2022
- The 2022 CHA Initial Results Summary and the 2022 CHSA was shared with the Board of Health, Board of Supervisors, and community partners on June 23, 2022.

- Remote work policy pilot for August; in response to need to be competitive in the workforce and assist with recruitment and retention efforts

Discussion: Rev. Dr. Robinson suggested that in reference to the OSHA complaint, the department operational planning should try to anticipate any future issues knowing that there are issues all over with supply chain delays. Rev. Dr. Robinson requested to inform the Director of Public Health of this request.

*Summary of COVID-19 Update presented by Mr. Pikora*

- Black Hawk County remains at the low community case level per CDC guidelines
- Black Hawk County: case numbers: 34,269 positive individuals, rates over last 7 days: 119 new cases per 100k, 7.1 new COVID-19 admissions per 100k, 1.8% 7-day average of staffed inpatient beds occupied by COVID-19 patients, 488 deaths
- Vaccines: Ages 12+: 72.1% - one dose administered, 68% fully vaccinated
- As of June 8, 2022 – 8,000 of 4<sup>th</sup> dose administered; 17.7% of residents age 50+ up to date with 4<sup>th</sup> booster
- Ages 5-11: 28.1% - one dose administered, 24.2% - series completed; 18.5% considered up to date with booster since it was approved in May
- No data available yet for 6 months – 4 years old vaccination rates. The vaccine for these age groups were approved earlier this month. Will provide update at next meeting.
- Variants update -- Omicron variant still dominant in US and local area. There have been changes in dominant sub variant. BA 2.12.1 was dominant going into the month, but there have been increases in BA 4 and 5 variants. BA 5 has been moving to the dominant variant.
- On June 7, 2022, the FDA advisory committee recommended the Novavax for approval No emergency use authorization yet. No updates on timeline.
- Pediatric vaccines for Moderna and Pfizer were approved. 12–17-year-olds can receive Moderna vaccine immediately.
- The 6–11-year-old formula for Pfizer vaccine will start shipping to clinics in next few weeks.

Discussion: Rev. Dr. Robinson asked about increased PPE requirements (special masks and face shields in the hospital settings). Mr. Pikora stated that he has not been informed of any new PPE requirements but would follow up.

IX. Communications Update was provided by Gabbi DeWitt.

*Summary of Update:*

- KWWL Steele Report, aired June 26, 2022; available on the KWWL website
- Spring/Summer 2022 - attending health fairs
- Juneteenth celebration was attended by the department
- Tour of Farmers Market; every Saturday for July and August
- Banner- Public Health is Where you Are in different languages (taking with to several events)

Ms. Emrich added that the new SOP of banning/blocking users that is connected to the new Electronic Communication Policy is complete. The board had requested previously to create an SOP for the process of banning and blocking of users on social media to ensure the process was consistent. This is being included as an information only item.

X. Financials – *Bridgett Wood*  
A. Disbursements\* – For Vote

Discussion: Ms. Wood reviewed the disbursements with the board.

Action: Dr. Pilkington moved and Mr. Botchway seconded to approve to pay the bills as presented. Motion carried.

B. Ms. Wood presented the Financial Report as of June 24, 2022, to the board.

Discussion: None

XI. Consent Agenda: Grants and Contracts\* - *Kaitlin Emrich, Deputy Director – For Vote*

*The following items will be acted upon by vote on a single MOTION, without separate discussion, unless someone from the board or the public requests that a specific item be considered separately.*

- A. Application (Renewal) FY23 – Grants to Counties, IDPH
- B. Application (Renewal) FFY23 – Care for Yourself WISEWOMAN, IDPH
- C. Data Use Agreement (Renewal) FY23 – Northeast Iowa Food Bank (NEIFB)
- D. Contract (Renewal) Local Public Health Services, IDPH
- E. Statement of Work (Renewal) FY23 Retainer for Marketing Services, Cohesive Creative and Code, Inc.
- F. Memorandum of Understanding FY23 (Renewal) Exceptional Persons Inc. – Child Care Resource and Referral

Discussion: No discussion

Action: Dr. Pilkington moved and Mr. Botchway seconded to approve items A-F amended as presented on the grants and contracts memo and agenda. Motion carried.

XII. For Information Only

- A. Jared Parmater reviewed the changes with the House File 2431- Home Based Food Establishments
  - Eliminates the previous home bakery license and establishes a new novel home based food establishment license
  - No new home bakery licenses renewed or established after July 1, 2022
  - Procedures and mechanisms do not exist yet, so will be working these out with Department of Inspections and Appeals
  - Concerns: no longer any restrictions on what can be made in a home establishment, which can increase food safety issues/concerns
  - Positive outlook: now the department can educate on food safety to these in home establishments and increase outreach
- B. Joshua Pikora reviewed the new lock box program.
  - New fiscal year program due to some additional funds available through the HIV Testing Program to replicate project that Linn County has had success in other areas of the state
  - Establishing lockboxes in the community that people can access harm reduction supplies to reduce the risk transmission of Hepatitis C, HIV using injection drugs
  - How it Works: Identify local community partners that can fill supplies

- Local partners can provide a code that can be shared with individuals who would benefit from these lockboxes
- Initial meeting has been held and have local community partner support
- Will be complying with the Iowa laws (not a needle exchange program)
- Wound care kits, educational materials for treatment, access to mental health services
- Working with community partners to identify locations to place boxes

C. Amanda Fesenmeyer reviewed an equity pay adjustment for a compression issue with the Clinic Services Supervisor due to the pay increases that were made to direct reports in the nursing positions. This supervisor was previously in the bargaining unit and was promoted. Department had recently made some increases in the wage scale for nurses but would like to request from the board an equity adjustment due to the compression. This will be coming to the board for approval in August.

Ms. Fesenmeyer added that in reference to equity pay overall, the compensation study will be presented to the Board of Supervisors to see if they are ready to take the next steps.

There is a different approach with bargaining contracts. Ms. Fesenmeyer said she has encouraged union representatives to share data if they have it and wish to do so. The compensation study reviews the wage scale overall county positions.

D. Board of Supervisors Update – Linda Laylin

*Summary of Board of Supervisors Update presented by Supervisor Laylin*

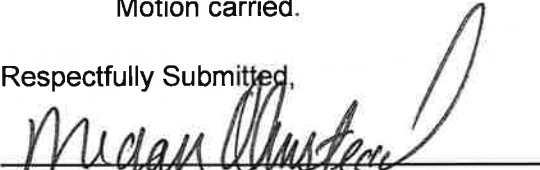
- Baker Tilly was hired as a consultant to assist with ARPA planning. The county still has about 15 million to plan for. The consultant will be able to provide another level of analysis. Had first meeting with them to set the groundwork.
- Rory Geving – Maintenance update
  - Sending out a job posting for a Safety Coordinator
  - Solar field update – planted prairie grass over by the solar field, really starting to take off, attract butterflies, create pollinators, to beautify area (assistance from Conservation)
  - In September will be a full year with solar system at Pinecrest, It has been a great success, and the utility bill (electric) has not been over \$10 per month.

XIII. Next Regular Board of Health Meeting: Wednesday, July 27, 2022, at 7:30am, 1407 Independence Ave. Waterloo, IA.

XIV. Adjournment – For Vote

Action: Dr. Pilkington moved, and Mr. Botchway seconded to adjourn the meeting at 9:24 a.m.  
Motion carried.

Respectfully Submitted,

  
Megan Olnstead, Secretary

  
Rev. Dr. Mary Robinson, Chair