

BOARD OF HEALTH

The Polk County Board of Health met in the conference room of the Health Department in the Polk County Government Center at 10:05AM on December 11, 2007.

Present: William Hughes Rick Scoglio Dr. Arne Lagus
Neil Johnson Wanda Johnson Diane Stoneking

Absent: Tom Nilssen

Also: Gretchen Sampson Carolyn Griffin Bonnie Leonard
Leslie Larsen

Sampson added two agenda items under New Business: Approve job description for Environmental Technician/Public Health Program Assistant and Performance review process for Directory in January.

Motion by Stoneking/Dr. Lagus to approve the agenda as amended. All in favor. Motion carried.

Motion by Stoneking/W. Johnson to approve the minutes of the November 20, 2007 Board of Health meeting. All in favor. Motion carried.

No Public Comment

Monthly Bills Review

Sampson handed out the list of bills and reviewed.

Motion by Dr. Lagus/Stoneking to approve the bills in the amount of \$75,162.56. All in favor. Motion carried.

Statistical Reports

Sampson reviewed the Public Health budget overview for November. There are still some grant payments lagging from the state. Statistical reports for October were reviewed.

Motion by Stoneking/Dr. Lagus to approve the statistical reports as presented. All in favor. Motion carried.

Out of County Meetings

Sampson reviewed the out of county meetings for December.

Motion by Stoneking/Dr. Lagus to approve the out of county meetings as presented. All in favor. Motion carried.

Old Business

Approve lease vehicle bids

Sampson presented bids received and recommended the acceptance of the bid option from by Johnson Motors for a 27 month lease for two 2008 Chevrolet Impalas.

Motion by N. Johnson/Stoneking to accept the bid by Johnson Motors for two lease vehicles for the 27 month lease option. All in favor. Motion carried.

New Business

Special Populations Registry – Jay Shrader

Jay Shrader, Director of the Preparedness Consortia, presented a power point on the special populations registry project in Polk County. The registry is voluntary, free and based on an application process. It creates a method for providing emergency responders in Polk County with a medical registry for citizens that may require assistance during an emergency or disaster. Information is available on the Emergency Management website. Shrader also handed out information on the 2008 CDC Public Health Preparedness Objectives and Pandemic Objectives.

Dr. Lagus asked if quarterly updates on preparedness activities could be on the Board of Health agenda.

Consolidated Contract Objectives for 2008

Sampson handed out the 2008 objectives to Tobacco Control as well as programs within the consolidated contract, i.e., Childhood Lead, Immunization, Maternal Child Health, Oral Health, Prevention, Radon Prevention and Well Woman Program.

Environmental Health Technician Job Description

Sampson handed out and reviewed the Environmental Health Technician/Public Health Program Assistant job description and explained job duties.

Motion by Dr. Lagus/Stoneking to approve the job description for Environmental Health Technician/Public Health Program Assistant. All in favor. Motion carried.

Performance Review Process for Director

Sampson handed out performance review forms and job description. The Director's performance review will be on the January agenda for closed session. Andrea Jerrick, Human Resources Manager will be available to attend for questions regarding the process.

Director's Report

An all agency strategic planning meeting will be held on January 9, 2008.

The Legislative Breakfast meeting will be held January 15, 2008. Agenda to follow.

Board Comments

Supervisor Stoneking addressed the issue of charging for public health nursing services. Stoneking will follow up with Sampson at a future date regarding this.

Motion by Scoglio/Dr. Lagus to adjourn. Meeting adjourned at 12:00 Noon. All in favor. Motion carried.

The next Board of Health meeting will be January 8, 2008 at 10:00AM.