

**WORTH COUNTY BOARD OF HEALTH**

**95 9<sup>th</sup> St N**

**Northwood, Iowa 50459**

**Minutes for**

**March 13, 2012**

**8:30 a.m.**

**Meeting called to order at 8:30**

**Board of Health members present:** Dr. Stephanie Seemuth, Dave Haugen, and Scott Halbach and Denny Bartz, Teresa Cooper

**Worth County Public Health staff present:** Sarah Bruce, Teresa Johnson, Shane Buenzow

**Guests: Berdette Ogden from IDPH**

**Agenda:** approved as submitted

**Minutes:** stand approved as read

**CHNA-HIP:** The agency report was read to the board. Requested approval to submit to IDPH Scott Halbach made a motion to accept the report and Dave Haugen provided a 2<sup>nd</sup>. Carried

**Sanitation update:** 8:50 Shane Buenzow joined the meeting. Discussion followed about the rate of our permit fees based on those of surrounding counties. Scott Halbach made a motion to charge \$130.00 per permit effective 3/13/12. Teresa Cooper provided the second. All in favor except Dave Haugen. Carried. Shane was instructed to have this posted on our county website along with links to financial assistance to help with sanitation program needs. Shane to ask this to be put on the agenda in another year to evaluate. Shane exited the meeting at 9:45.

**Immunization standing orders:** Dr. Seemuth signed the standing orders for WCPH to administer 4 vaccines.

**IDPH funding plan approval:** An update was given on the amount of funding proposed for FY 13. Discussion followed on use of funds in each category. Denny Bartz made a motion to accept the plan and a second was provided by Dave Haugen. Motion carried.

**Board of Health guidebooks:** Gave guidebook to T. Cooper

**Job Description update:** It was shared that the BOH should be reviewing the job descriptions of our staff. Teresa Cooper was asked to assist in the project. Updates will be shared at the next BOH meeting.

**Building update:** A discussion on the future of the building we rent was discussed. Discussion continued from the previous meeting. Tabled until June meeting.

**Financial Reporting:** The status of our funding streams shared. Discussion followed.

The next meeting will be June 12 at 8:30 a.m.

Meeting adjourned at 10:15

Minutes submitted by Sarah Bruce