



PUBLIC HEALTH

Danielle Pettit-Majewski, BS, MPH, Director

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

JOHNSON COUNTY BOARD OF HEALTH

June 15, 2022

MEETING MINUTES

4:00 pm

Call to Order: Peter D. Wallace, MD, MS, called the meeting to order at 4:00 pm.

Roll Call: Peter D. Wallace, MD, MS; Zachary Pollock, PharmD, MS; Melanie Wellington, MD, PhD; Bonnie D. Rubin, MLS, MBA, MHA; Joni Bosch, PhD, ARNP

Staff: Danielle Pettit-Majewski, Director; Sam Jarvis, Community Health Manager; Kristin Meyer, Fiscal Manager; Jamie Gade, Systems Analyst; Karrey Shannon, Community Health RN; Chuck Dufano, WIC/MCAH Coordinator; Rebecca Nielsen, Emergency Preparedness Planner; Alissa Sotzen, Account Clerk I; Susan Denny, Secretary II.

Others Present: Lynn Rose, Assistant County Attorney, via Zoom

Approval of Minutes: Motion by Bosch to approve the May 18, 2022 meeting minutes (with one correction); seconded by Wellington. The motion passed unanimously.

Next Regular Meeting Date and Time: TBD after results from a poll of Board of Health member availability for the first two weeks of August, 2022. The meeting will be held at 4:00 pm in Conference Room 203 at the Health and Human Services Building.

Citizen Comments / Questions / Issues: None

Staff Updates: Pettit-Majewski reported James Lacina, former Environmental Health Manager has accepted the Environmental Health Specialist II position as of June 6, 2022. The EH Manager position has been posted.

DISCUSSION / PRESENTATION(S):

1. **COVID-19 Update – Sam Jarvis** reported that COVID cases in Johnson County in the last seven days are trending downward, an improvement from case numbers in April and May. Reported numbers do not include rapid antigen test results. Currently Johnson County is considered medium transmission level. Bosch asked and Jarvis agreed that high testing capability in Johnson County as well as the proximity to three hospitals is a contributor for higher reported results. The JCPH on-line self-reporting system has received over four hundred responses. Information is being posted on the JCPH COVID hub to provide more information to the community. More discussion regarding data collection and results followed.

2. **BOH Legal Authority – Danielle Pettit-Majewski, Lynn Rose** Pettit-Majewski, Rose and Pat Heiden, BOS along with Rubin, Wallace and Lora Shramek, HR, will meet the first week of July to discuss employee policy issues. Additionally two by two meetings will then be scheduled with BOS members followed by a BOS work session, an open public session and finally presented for approval to the BOH. A Memorandum of Understanding (MOU) addressing the issue was included in last month's BOH packet. Rose will resend the document to BOH members and all other participants before the July 6, 2022 work session. Rose stressed the adherence to the two by two approach with BOH and BOS members for these informal meetings. She would like the BOS to recognize the importance of the MOU being a BOH driven issue.

3. **IDPH-HHS Alignment – Danielle Pettit-Majewski** reported that IDPH liaison Becky Nowachek, Region 6 Community Health Consultant provided four bullet points and a document discussed in a recent IDPH staff meeting concerning updates on the Alignment schedule, but she noted that there have not been any recent developments. Pettit-Majewski explained some grants are being extended through the calendar year rather than new contract awards; she believes this may be due to changing funding mechanisms and oversight issues with the alignment that have not been resolved. Pettit-Majewski responded to Rubin's inquiry on more possible IDPH changes; that long-term employees she has worked with are choosing to leave or being reassigned during this transition and the impact of loss of experience, expertise and resources resulting from those changes is concerning.

4. **Gun Violence as a Public Health Issue –** Wallace and BOH members developed a preliminary statement based on the American Public Health Association (APHA) report on gun violence. He asked board members to consider whether the report should be presented as an op-ed piece stating the BOH position on gun violence. Wallace clarified that the possible op-ed would be considered a position statement, but would be used differently than in the past, in order to reach a more public audience rather than only other health departments and legislators. He suggested publishing this position statement in three major newspapers. Rubin added the APHA fact sheet could be adjusted for a Johnson County Board of Health position statement. BOH members discussed more issues related to timing, mental health, social determinants, etc. Pollock asked Pettit-Majewski about what the threshold or standard is to be considered a public health issue. Pettit-Majewski responded to Pollock about impacts on population health. Rubin listed the core functions of public health; health protection, health surveillance, disease and injury prevention, population health assessment, health promotion and emergency preparedness response. BOH members discussed various points to address in the position statement and agreed to develop a position statement based on documents and points discussed as well as an op-ed for publication. Pettit-Majewski will coordinate email discussion among board members and JCPH staff will assist.

ACTION ITEMS

Expenditures Over \$3,000:

- **22-21 RFA Qualtrics:** Jarvis asked for approval to purchase an additional Qualtrics Customer Experience license. Jarvis and JCPH staff met with the Qualtrics team to discuss the platform's ability to enhance survey capabilities to increase public engagement and information collection. Jarvis added the new platform could provide future benefits in case management capabilities as well as integration with electronic health records and health assessments. Rubin confirmed the investment amount of eighty-five thousand dollars and asked if there would be an annual fee for the program as well. Meyer confirmed an annual fee and explained costs are based on population size. Discussion of utilization and potential usage followed.

Motion by Bosch to approve purchase of the Qualtrics Customer Experience license; seconded by Rubin. The motion passed unanimously.

Applications, Contracts and Agreements:

- **22-22 RFA CDC Closing the Gap:** Jarvis reported Karrey Shannon, Community Health RN recommended participating in the CDC Closing the Gap with Social Determinants of Health Accelerator funding opportunity. Funding is potentially for one hundred and twenty-five thousand dollars. Jarvis believes this is a seed opportunity to create a plan with community partners. Jarvis and Shannon chose to focus on Clinical Linkages and Social Connectedness and the role of health care workers relating to these areas and community members access to care. The leadership team will look for federal post-pandemic funding opportunities to implement the plan.

Motion by Rubin to approve proceeding with the CDC Closing the Gap with Social Determinants of Health Accelerator RFA; seconded by Bosch. The motion passed unanimously

- **22-23 RFA Health Planner Job Description:** The Community Health Planner job description has been updated to include current public health practice language and other minor alterations and clarifications. Human Resources reviewed the changes and adjusted the pay grade from a seven to an eight. If approved by the BOH, the new job description will proceed to the BOS for final approval.

Motion by Wellington to approve the Health Planner Job Description; seconded by Bosch. The motion passed unanimously

(Pollock exited the meeting at 5:17)

- **22-24 Johnson County Handbook Review:**

Rose and Pettit-Majewski created a Memorandum of Understanding to formalize the BOH acceptance of Johnson County employee policies as well as adding provision for an annual overview of any revisions to the Johnson County handbook for approval. Pettit-Majewski asked BOH members if they would prefer to formally accept the Johnson County handbook and annually review any revisions or if they would like to review revisions as they are introduced. Rubin commented it may be better to wait on making this choice until after the MOU is discussed in a BOS work session before formally approving the handbook and whether the handbook needs to reference in the MOU. Staff and BOH members discussed options such as including the MOU in the handbook's appendix for formal acknowledgment. Pettit-Majewski advised including Rose in the discussion for more expertise. Wallace also suggested checking with Rose regarding protocol for JCPH not having officially accepted an employee handbook.

Motion by Rubin to include in the minutes that the Johnson County BOH is in agreement and anticipates approval of the JC Employee Handbook contingent on additional investigation of the MOU and documentation thereof; seconded by Wellington. The motion passed unanimously.

- **22-25 NACCHO Preparing for Water, Sanitation & Hygiene (WASH) Related**

Emergencies Among People Experiencing Homelessness: Jarvis reported Rebecca Nielsen, Emergency Preparedness Planner is pursuing an opportunity through NACCHO. He and Nielsen reviewed the JCPH Emergency Operations Plan and identified limitations in this area, specifically focusing on three areas; the Environmental Health Annex for assisting with mass shelters and providing sanitation, Environmental Health Specialists roles in terms of water emergencies, and foodborne emergencies in emergency facilities. The intent of the project is to promote conversation with community partners to review and evaluate existing plans and work towards developing and improve those plans. Shelter House showed interest in the project and provided perspective. This opportunity would provide forty-two thousand dollars in funding to support

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community partners time, well as travel to the NACCHO Preparedness Conference for Nielsen and potentially a community partner representative.

Motion by Bosch to approve submitting an application for the NACCHO WASH grant; seconded by Rubin. The motion passed unanimously

Reports / Inquiries:

County Attorney: None

Members, Board of Health: Rubin reported Nielsen met with the University of Iowa College of Public Health Strike Force Team working to sign up Strike Force members to the Johnson County Medical Reserve Corps (MRC). She praised Jake Riley and other JCPH staff for proceeding and pursuing writing a paper based on COVID-19 modeling. She recommends speaking with Sherri Marine, Program Manager, State Hygienic Lab for more information on expanded testing and tracking. Wallace reported he'll be involved with the Iowa Public Health Association (IPHA) five year Strategic Plan. Bosch informed BOH members that the University of Iowa Hospitals and Clinics offers classes in how to use Stop the Bleed kits. Pettit-Majewski informed BOH that these kits were given to schools, hospitals, and community partners a few years ago through Emergency Services. Rubin mentioned Travis Beckman, Deputy Director Johnson County Emergency Management has a Stop the Blood program as well.

Director: Pettit-Majewski highlighted Community Health staff Jamie Gade, Hannah Tice, Rebecca Nielsen and Sam Jarvis are planning to conduct a CASPER (Community Assessment for Public Health Emergency Response) for non-emergent preplanned events to assess heat vulnerability, and follows the NACCHO climate action report submitted at the end of last year. Since closing the Clinical Services Health Path Clinic, JCPH Integrated Testing Services (ITS) program has absorbed community-based screening services. JCPH is now able to provide Chlamydia and Gonorrhea testing services as well as Syphilis, HIV and Hepatitis testing. A portion of Mike Casella, Performance Improvement and Accreditation Coordinator's work will include workforce development. He is collaborating with the College of Public Health. Job vacancies for the Environmental Health Manager, two Environmental Health Specialists and the Outreach and Engagement Coordinator have been posted and interviews will be scheduled as those posts close. JCPH staff are working with HR to finalize details for the Clinical Services Manager. Ten staff participated in a panel interview for applicants. The Child and Adolescent Health services application was submitted this afternoon, Maternal Health application was submitted May 25, 2022.

Wallace adjourned the meeting at 5:39 pm.

Approved by Board of Health Action on

August 4, 2022

Date

Signature on File

Peter D. Wallace, MD, MS, Chair

Submitted by:
Susan Denny
Secretary II