



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

June 21, 2023

MEETING MINUTES

5:00 pm

Call to Order: Bonnie Rubin, CLS, MBA, MHA called the meeting to order at 5:23pm due to the prior joint BOH/BOS meeting overage.

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

Staff: Danielle Pettit-Majewski, Director; Sam Jarvis, Community Health Manager; Kristin Meyer, Fiscal Manager; Rob Thul, Environmental Health Manager; Roberta Sloat, Clinical Services Manager; Jennifer Miller, Disease Prevention Specialist; Karrey Shannon, Community Health RN; Lisa Parlato, Chronic Disease Prevention Specialist; Susan Vileta, Health Educator; Alissa Sotzen, Account Clerk I; Susan Denny, Secretary II

Others Present: None

Approval of Minutes: Motion by Bosch to approve the May 17, 2023 meeting minutes; seconded by Pollock. The motion passed unanimously.

Next Regular Meeting Date and Time: August 16, 2023 at 4:00 pm in Conference Room 203 at the Health and Human Services Building.

Citizen Comments / Questions / Issues: None

New Employee Introductions: New staff in Clinical Services and Environmental Health were introduced. Hayley Abdo, Public Health RN, Mallory Holub, ITS Health Educator and Laura Sneller, Environmental Health Specialist, food program.

DISCUSSION / PRESENTATION(S):

- **HHS Assessment Update:** Pettit-Majewski and BOH members discussed impacts of the Health and Human Services alignment on public health as well as strategies to influence legislators to advocate for local public health services, especially vulnerable counties and rural populations.

Pettit-Majewski will continue emailing BOH members updates as available. The state health department alignment is complete and changes to the public health system and programs connected to Health and Human Services are in process. She and other public health agencies and representatives have had discussions concerning regionalization and the importance of local boards of health and community members to provide input before changes are implemented. Rubin suggested reaching out to other Boards of Health to increase awareness. More discussion on strategies to increase awareness followed.

ACTION ITEMS

Expenditures Over \$3,000: None

Applications, Contracts and Agreements:

- **23-09 NACCHO Partnering for Vaccine Equity (P4VE):** Jarvis explained the National Association of City and County Officials (NACCHO) is offering a funding opportunity, P4VE which seeks to increase local health department capacity to increase vaccination uptake as well as address inequities in influenza and COVID-19 vaccination coverage among racial and ethnic minority adults. Jarvis asked for approval to pursue funding of up to one hundred fifty thousand dollars for a one-year period.

Motion by Wellington to approve applying for the NACCHO P4VE grant; seconded by Bosch. The motion passed unanimously.

OTHER

- **23-07 BOH Position Statement on Helmet Use:** Lisa Parlato, Chronic Disease Prevention Specialist completed updating statistics and sources on the Helmet Use position statement. She also added a section addressing the economic costs incurred by motorcycle and bicycle accidents as well as potential estimated savings if there was a universal helmet use requirement. BOH members suggested Parlato highlight Iowa as only one in three states without helmet laws and an additional bullet point to list “other potentially high-risk conveyances” to include scooters and other individual transport.

Motion by Wellington to approve the updated position statement on helmet use with proposed amendments and additional bullet point; seconded by Bosch. The motion passed unanimously.

- **23-08 Request for Full-Time Dietitian:** Sloat explained the need to increase the current open half-time Dietitian position to a full-time position in Clinical Services to meet the contractual requirements JCPH has with HACAP, continue providing community services and relieve the excessive workload on current staff. Sloat expects Medicaid revenue will help to offset the increased expense. Approving the full-time Dietitian position will attract more applicants and promote community engagement and health equity. Pollock asked that in future Sloat provide additional utilization figures to support requests.

Motion by Wellington to approve increasing the current open half-time Dietitian position to a full-time position and presenting to the BOS for final approval; seconded by Bosch. The motion passed unanimously.

- **23-10 Clinical Services Supervisor Job Description:** Meyer requested approval to change the current Administrative Assistant position to Clinical Services Supervisor. She explained the need for additional supervisory support to oversee clerical staff in Clinical Services and improving internal operations. Changes from the current Administrative Assistant description include added supervisory duties and other division-wide tasks. Anticipated need for the supervisory position change was reflected in the FY24 budget resulting in no budget implication. The new position will require approval from the BOH, a change in pay grade from Human Resources and final approval from the BOS. Bosch asked if the current Administrative Assistant would be required to reapply for the new position. Meyer confirmed they would need to reapply.

Motion by Wallace to approve changing the existing Administrative Assistant position to Clinical Services Supervisor and presenting to the BOS for final approval; seconded by Wellington. The motion passed unanimously.

- **23-11 Lead Registered Dietitian Job Position & Description:** Sloat requested approval to change the existing WIC/MH Coordinator position to Lead Registered Dietitian to fulfill requirements in the WIC and MH grants as a result of the Collaborative Service Areas (CSA) changes. The WIC grant requires the WIC Coordinator to be employed by the contract holder. Currently the WIC grant contract holder is Hawkeye Area Community Action Program (HACAP). The new job description would require an adjusted pay grade due to changes in supervisory functions. The current WIC Coordinator will also be required by Human Resources policies to reapply for the updated position and reduced pay grade. Discussion concerning the change in duties and pay grade and suggested recognition of the current staff member holding the position followed. BOH members agreed amending the request for Lead Registered Dietitian to read “Clinical Services would like to replace the existing job position and the associated job description of WIC/MH Coordinator” to clarify the Lead Registered Dietitian is replacing the former position. Acknowledgement and recognition of services to Johnson County Public Health by the incumbent position holder to be noted in the minutes.

Motion by Bosch to approve Clinical Services request amended to read as replace the existing job position and the associated job description of WIC/MH Coordinator to Lead Dietitian; seconded by Wellington. Pollock voted nay. The motion passed.

- **23-12 RFA Phearless Application:** Jarvis described the Phearless initiative by the Kresge Foundation. Community Health staff is currently meeting with community partners to apply jointly for the grant. The initiative will pair two JCPH staff and two community leaders in the same jurisdiction for a twelve month period in a collaboration for regenerative leadership to invigorate and expand the skill set of public health staff to engage community members. Staff from JCPH will include Susan Vileta, Health Educator and Haley Wilson, Public Health Systems Analyst. Meetings with community partners are scheduled throughout the rest of the week. Neighborhood Centers of Johnson County, represented by James Mims who also serves on the JCPH Community Health Assessment and Improvement Planning steering committee as well as the leadership team

for Social Determinants of Health grant is being considered and another to be determined. Jarvis would like approval to apply for the initiative.

Motion by Wallace to approve application for the PHEARLESS initiative by the Kresge Foundation; seconded by Bosch. The motion passed unanimously.

Reports / Inquiries:

County Attorney: None

Members, Board of Health: Rubin thanked BOH members for all their comments and participation in the earlier scheduled BOS/BOH joint meeting. She thanked Wellington for pointing out the relationship of fiscal management and public health as not strictly related to accounting. Wallace reported he is on the board of the Iowa Public Health Association (IPHA) and the affiliate representative to the Governor’s Council to the American Public Health Association (APHA) in Washington, DC. He reported the first meeting with Georges Benjamin, MD, Executive Director of APHA was very impressive especially in supporting LGBTQ, reproductive rights and other issues as well as APHA difficulties in arranging meetings to accommodate more than 12 thousand members. Wallace will attend the next APHA meeting in Atlanta in November.

(Wellington left the meeting at 6:45pm)

Director: Pettit-Majewski highlighted Healthy JoCo is working with Johnson County Information Systems (IT) to incorporate the Social Vulnerability Index through census data, which was used regarding red-lining in the Health Equity training with University of Iowa College of Public Health and JCPH staff. A collaborative effort to provide messaging for Medicaid Online information in materials in several languages involved Jarvis, Pettit-Majewski and Sarah Grunewaldt, Outreach and Engagement Coordinator. Veronica Bair, MCAH Coordinator and Pettit-Majewski have been working with Assistant District Attorney, David Van Compennolle and the BOS office to develop a subcontract for a doula project with ARPA funding in hopes of reducing childbirth mortality in black women. Environmental Health staff have been performing on-site inspections at the Farmer’s Markets. Pettit-Majewski enjoyed shadowing Jesse Bockelman, Environmental Health Specialist II on a food inspection recently.

Rubin adjourned the meeting at 6:48 pm.

Approved by Board of Health Action on

August 16, 2023

Date

Signature on File

Bonnie Rubin, MLS, MBA, MHA, Chair

Submitted by:
Susan Denny
Secretary II