

**BUTLER COUNTY PUBLIC HEALTH NURSING SERVICE
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**BOARD OF HEALTH MEETING
February 13, 2024**

BOH Members Present: Greg Barnett, Joyce Dickes, Dr. Lindstrom, Deb Gayer, Chris Showalter
Others Present: Jennifer Becker, Misty Day, Tiffany Stanbrough, Kari Coates, Tammy Fleshner

The regular meeting was called to order at 4:00 p.m. at the EMA Meeting Room by Greg Barnett. No public comment was heard.

Chris Showalter made a motion to approve the agenda as presented, and this was seconded by Joyce Dickes. Motion carried.

Deb Gayer made a motion to approve the previous meeting's minutes, and this was seconded by Chris Showalter. Motion carried.

Election of Officers was discussed. Chris Showalter made a motion to keep all of the officers the same, and this was seconded by Deb Gayer. Motion carried. Results are as follows: Greg Barnett, Chairperson; Deb Gayer, Vice Chairperson; Joyce Dickes, Secretary.

The updated Financial Report was distributed. Joyce Dickes made a motion to approve the following claims: 12-26-23, 1-2-24, 1-9-24, 1-16-24, 1-23-24, 1-30-24, 2-6-24, 2-13-24 and 2-20-24, and this was seconded by Deb Gayer.

Misty Day gave the Environmental Health Report. See attached notes. Discussion included revised budget expenditures.

Kari Coates gave the EMS update. To date, she has responded to 87 calls, with 31 of them being in 2024. She reported on the education opportunities currently in process: Free online CEU courses, EMS Education Day for all responders, Butler County EMT class to start in March 2024 with 16 students on the interest list. Financial aid may be available. All Deputies, Jailers and Dispatchers will have up-to-date CPR certification and training on the new AEDs. She is also working on creating a Peer-to-Peer Support team for all first responders, including deputies, dispatchers, public health, Medical Examiner Investigators, as well as EMTs.

In 2011, Jennifer Becker was given the BOH signatory authority, to sign grant applications and sign contracts. This was to remain in effect until revoked by the Board of Health Chair. The State is now requesting that this delegation of authority be resigned and submitted to the State for the Local Public Health Services Grant (LPHS). Chris Showalter made a motion to delegate Jennifer Becker as BOH Signatory, and this was seconded by Joyce Dickes. Motion carried.

Jennifer Becker gave a combined Budget and Staff Update. In December, the BOH approved a 5% salary increase, with the understanding that the Board of Supervisors (BOS) would approve the salary increase. The Compensation Board recommended 11.4%, and the BOS instructed us to add 11% as our wage increase. At the January 30th BOS meeting, Jennifer presented information to them regarding how our staff compares to other Region 2 Public Health/Home Health agencies, and how we compare to other facilities in our local area. The takeaway is that our staff is underpaid. When the BOS met in February to look at the overall budget, it was discovered that due to changes in State Legislation, the amount of funds available was greatly reduced. At that time, we were asked to remove the \$50,000 for parking lot paving, and decrease the wage increase back to 5%. At the Department Head meeting, the Auditor asked that we decrease our wage increase to 2.4%, and to be as realistic as possible when looking at the re-estimated current budget.

At this time, the entire department is concerned that we will not be able to replace Lonna when she retires in May, as we are getting very few applications. So far, we have had only 3 apps – 1 has not called back to set up an appointment, 1 had an interview set up, and then no showed, and the third was interviewed, but would not fit. Other nurses have expressed interest, but the wages, especially the starting wage, are too low.

Jennifer worked on the re-estimation of the current budget, and the next FY budget. She was able to reduce a few line items in the current budget but was unable to cut anything more in the next FY budget. A decision had been made not to replace Lisa when she retired in February, but to combine her job with the new RN's. Other duties have been distributed and orientation is in process. This isn't working because we can't find an RN. The Department met on February 8th to discuss the above information, and to brainstorm about getting a new nurse hired. Multiple ideas were discussed, but the most feasible one was to try to hire an LPN. Several LPNs have reached out about a job with us. This LPN would take back some of Lisa's duties. Lonna's patients would be split among the remaining nurses, and the new LPN would see home health patients, in addition to the home care aide supervision duties. LPNs are limited in what they can do in home health, and as we have never had one on staff before, it would be a learning experience for all of us, and new policies would have to be written. Jennifer reached out to neighboring agencies that use LPNs, and to the Department of Inspection and Appeals, so that she has written documentation about what they can and can't do in home health. She also printed an LPN's Scope of Practice from the Board of Nursing Website.

LPNs wages are starting between \$22 and \$24 per hour. Jennifer reworked the budget with a starting wage of \$21 per hour, and how this affects the total salary budget (wages, FICA and IPERS) with a 5% increase. The difference between the 5% budget with an RN, and a 5% budget with an LPN is \$22,110. When considering the extra duties everyone is doing at this point in order to get someone hired, and the possibility of offering a wage increase to the LPN on July 1, the overall budget was again looked at with increases of 6%, 7%, 8%, 9%, 10% and 11%. To summarize, if the staff got an 8% increase, the LPN would get an increase of \$1.68 on July 1, and the rest of the staff would be compensated for the extra duties they are taking on. Overall, this proposal would still be cheaper than a 5% increase with an RN.

Deb Gayer made a motion to hire an LPN and give an 8% increase, and this was seconded by Chris Showalter. Motion carried.

The Board of Health members then asked the Environmental Health Department and the EMS Department as to their wage increases. Both stated they would go with the Board of Supervisors' recommendation.

The meeting will be scheduled for Tuesday, April 9th, 2024, at 4:00 p.m. Representatives from North Iowa Community Action Organization have requested to be present at the April meeting. Joyce Dickes made a motion to adjourn the meeting, and Chris Showalter seconded it. The meeting was adjourned.

Submitted by Tammy Fleshner, for



Joyce Dickes