

Rush County Health Board Meeting

Tuesday January 19, 2016 7pm

Board Members Present: Dr. Dorothy Boersma, Bruce Levi, Greg Pratt, Julie Newhouse, Dr. Craig Fenimore, Dr. Fred Philips, and Dr. Russell Daugherty

7:05 Dr. Philips called the meeting to order.

It was voted for Dr. Philips to remain the Chairperson, and for Dr. Jamie Morgan to remain Vice-Chairperson. Greg moved to accept and Dr. Fenimore seconded. All Board members voted to accept. Motion carried.

The November minutes were discussed and how the office personnel were doing. Dorothy stated that she had discussions with the staff and thought everyone was making an effort and doing well.

Amendment- the minutes after staff was dismissed were discussed.

The topic was the staff issues and Dorothy had discussed the issues with the staff and they accepted the changes that needed to be made. She also stated that they were having a staff meeting every Monday morning so the staff would know what the plans were for the week. Bruce moved to accept the November minutes and Greg seconded. All board members voted to accept. Motion carried

Everyone looked over the Nursing, Environmental and Preparedness and Outreach reports, and no corrections needed. Craig moved to accept and Craig seconded. All board members voted to accept. Motion carried.

Dorothy gave a PHAB update, she said she was uploading the last of the documents and hopefully by the first of March she will get the reports uploaded

Someone had mentioned to her about putting the minutes on the website. Dorothy told me to get with Dixie and have her get them on the computer. The cost of birth certificates was discussed. We are charging \$30.00 whereas the surrounding counties are priced lower. It was discussed to possibly lower the birth certificates to \$20.00, but raise the death certificates to \$20.00. It was said to maybe wait until we do the budget this year and discuss it then.

Dorothy went over the Quality Improvement Report. The committee had a meeting in November and they talked about having a new employee checklist instead of a manual, and the critical violation database as priority areas and these have been addressed.

The committee also addressed Quality Improvement in other areas such as Human Resources, where all new employees will complete a 90 day new employee evaluation and all QI reporting will be included in all staff meetings. The accreditation is the priority for the next quarter, in getting all the paperwork completed.

The Ebola Grant Fund may be used for digitalizing records, and the Community Outreach has state approval for budget and to continue to work with partners. Craig moved to accept the QI report and Russell seconded. All board member voted to accept. Motion carried.

Dr. Boersma went over the Strategic plan reports, Human Resources, Finance and the Operations report. Craig moved to accept. Bruce seconded. All board members voted to accept. Motion carried.

She also stated that we needed to have brochures available to where they would be easy for anyone to read, and to have resources to have both English and Spanish brochures, as well as resources available to speak other languages when needed. Bruce moved to accept. Craig seconded. All board members voted to accept. Motion carried.

Preliminary Performance Management Plan: The run charts on food inspection, septic permits, West Nile Virus and customer service surveys all were reviewed. They have had no complaints with the nursing staff, and only 1 negative and that was when we only had one nurse available to do multi shots for a child. Vital records had positive surveys, all were pleased with the service they received except for cost of birth certificates and that had been discussed earlier. Greg moved to accept the performance management plan. Russ seconded. All board members voted to accept. Motion carried.

Craig moved to adjourn meeting. Russell seconded. All board member voted to adjourn. Motion carried. Meeting adjourned at 8:05 pm

Next meeting February 16, 2016 at 7pm

