



Public Health
Prevent. Promote. Protect.

BOARD OF HEALTH

Buchanan County

March 17, 2020

The Buchanan County Board of Health will meet in regular session at **07:00 AM., Wednesday, March 25, 2020**, at the Buchanan County Public Health Department Meeting Room, 1413 First Street West, Independence Iowa. ***This meeting will be held electronically only due to concerns with COVID-19 and social distancing which makes an in-person meeting impossible or impractical. To participate dial (712)-432-1500 and enter conference code 207113.

AGENDA

1. Approve Agenda
2. Approve Minutes of Previous Meeting
3. Approve Public Health Claims
4. Public Health
 - Public Health Report
5. Environmental Health
 - Environmental Health Report
 - Approve Environmental Health Budget Adjustments
6. Additional Discussion and/or Comments
7. Adjournment

Buchanan County Board of Health

The Buchanan County Board of Health met in a regular session on March 25, 2020 at the Public Health Meeting Room, Independence, Iowa. This meeting was held electronically only due to the concerns with COVID-19 and social distancing which makes an in-person meeting impractical and impossible. Those in attendance:

Josh Bowden, DVM	Present
Amber Hunt, NHA	Present
Rhonda Jasper, RN	Present
Brad Kegler, D.D.S	Present
Rick McCormick, DO – Secretary	Present
Others Present: Tai Burkhart, Public Health Director	Matt Even, Environmental Health Administrator
Theresa Endres, Public Health Nurse	Amy Kelly, Public Health Assistant

The meeting was called to order by Chair Kegler at 07:01 AM.

Motion by Jasper to approve the agenda, second by Hunt. Motion carried with Bowden, Hunt, Jasper, Kegler & McCormick voting in favor.

Motion by Bowden to approve the minutes of the February 26, 2020 meeting. Seconded by Hunt. Motion carried with Bowden, Hunt, Jasper, Kegler & McCormick voting in favor.

Motion by Kegler, seconded by Jasper to approve the Public Health Claims for the month of February 2020. Motion carried with Bowden, Hunt, Jasper, Kegler, & McCormick voting in favor.

Tai Burkhart, Director, presented the Public Health report.

- Grants: Burkhart has submitted the following grant applications: Local Public Health Services Contract, Immunization and Emergency Preparedness.
- COVID-19 Status Update:
 - Public Information: Press releases are shared on County webpage. Public Health now has a Facebook page. Staff is sharing IDPH information and BCHC information.
 - Courthouse: County has moved to essential staff only, with exception of Law enforcement, dispatchers, correctional staff, public health and emergency management. Homemaker is working from home with Disaster Recovery Coalition work.
 - Daily Zoom meetings with EM & BCHC are occurring
 - Reviewed ICS structure in office reviewed back-up plan. Matt Even could be called in to assist along with Dr. Kegler and Rhonda Jasper if needed.
 - Staff is directing questions to IDPH website and 2-1-1. Burkhart asked BOH members to do the same or to have questions directed to our office if needed. Dr. McCormick shared Buchanan County Health Center will also be setting up a call center for COVID-19 health questions. Staff is reminding people to stay home, we know there are more cases out there who won't be tested & may have been to many locations.

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- Funding:
 - Buchanan County Disaster Recovery Coalition has been activated, a partnership has been formed with Buchanan County Community Foundation, the foundation will be using the grant dollars to help residents with expenses during COVID-19.
 - Burkhart and Kelly will be attending a webinar on 3/25 regarding Federal Public Assistance funding.
 - Response Contract with IDPH – re-opening, and contracts are being prepared to sign.
 - Sub-Service Area 6B Emergency Preparedness Grant – billing time as allowed by guidance.

Matt Even, Environmental Health Administrator presented Environmental Health report. A copy of the monthly report was provided to the members prior to the meeting and is attached to the minutes.

- Approve Environmental Health Budget Adjustments: received notification from the Grants to Counties Grant that Buchanan County is eligible for an additional \$18,000 through the re-allocation process. Even is working with Auditor to adjust, waiting for budget to be finalized before presenting to the board.
- On-line Permitting: Schneider Geospatial has release new online permitting web application, Buchanan County was selected as one of the pilot organizations for the new application. Will convert the private water well permit to the new software and make it available to the public upon completion. Has been working with the County Treasurer to set up a new account for on-line payments and working with payment vendor to integrate into the online permitting application.
- COVID-19 response: Prepared to help the Health Department as needed, Office is closed through April 3 and have suspended all well testing and inspections.
- Zoning: Continues to update ordinances and work on Sub-division ordinances as well.

Additional Discussion:

- Dr. Bowden will look at his supplies to see if his office has N95 masks that can be donated, will contact Kelly to arrange donation.
- Dr. Kegler noted that his office donated masks to the Buchanan County Health Center; and will let Kelly know type and amount for tracking purposes. Kegler asked about clarification on office procedure. Burkhart agreed that stagger the staff and doctors to minimize potential exposures.
- Dr. McCormick reviewed that at the Health Center it is currently all hands on deck and steps providers are taking.

Motion by McCormick to adjourn the meeting; seconded by Hunt. Motion carried with Bowden, Hunt, Jasper, Kegler and McCormick voting in favor. Meeting adjourned at 7:42 AM.

Next Meeting: April 22, 2020 at 07:00 AM.

Minutes by:
Amy Kelly, Public Health Assistant
March 25, 2020

Approval Date: _____