

**July 31, 2019 Board of Health Meeting  
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:16 pm  
The meeting was called to order by Mery Price

**Board Members Present  
Quorum is reached**

Jennifer Eddy  
Emily Berge  
Mery Price  
Liz Spencer  
Don Bodeau

**Board Members  
Absent:**

Blair Johnson  
Martha Nieman  
Kari Stroede

**Staff Members Present:**

Lieske Giese  
Marissa Stanley  
Janice Vinopal  
Gina Holt (recorder)

**Additional Staff Members:**

Ted Maillete-Family  
Medicine Resident Mayo  
Clinic

**Public:**

Joseph Kalscheur  
Jackie Krumenauer

**Order of Agenda Request to pull items from Consent Agenda**

- No items pulled from Consent Agenda

**Public Comment:**

- None Made

**Consent Agenda**

- Approval of minutes from June 26, 2019 meeting
- Approval of Americorp/Healthcorp member fee
- Approve Stipends

**Motion to approve Consent Agenda:** Liz Spencer

**2nd Motion:** Don Bodeau

**Motion Carried: Yes (unanimous vote)**

**Business Item**

- Monthly Financial
  - It is end of year for various funding sources.
  - The diabetes and cardiovascular grant cycle will most likely be underspent due to staff not being on board until well after the grant began.

**Motion to receive the Monthly Financial Review:** Jennifer Eddy

**2nd Motion:** Emily Berge

**Motion Carried: Yes (unanimous vote)**

- Approve 2018 Year End Financial Audit
  - This is the document that we receive from the City once the audit is complete.
  - Discussion on revenues from the audit vs the actual budget.

**Motion to approve 2018 Year End Financial Audit as presented by Health Department Staff:**

Don Bodeau

**2nd Motion:** Liz Spencer

**Motion Carried: Yes (unanimous vote)**

- Approve Fund Balance Account allocations

- Money can be moved around in the capital purchases, working capital, and special projects accounts.
- The goal every year is to add money to the fund balance to cover planned capital purchases.

***Motion to approve Fund Balance Account allocations as presented by Health Department***

***Staff:*** Jennifer Eddy

***2nd Motion:*** Emily Berge

***Motion Carried: Yes (unanimous vote)***

d. Approve 2020 Pay Plan

- Brief overview of proposed Pay Plan.
- Motion made to table this agenda item until the next board of health meeting.

***Motion to table 2020 Pay Plan to be discussed at August 28, 2019 board of health meeting. by***

***Health Department Staff:*** Don Bodeau

***2nd Motion:*** Liz Spencer

***Motion Carried: Yes (unanimous vote)***

e. Approve 2020 – 2024 Health Department Capital Improvement Plan

- Capital improvement plan and proposed projects discussed.
- The depreciation schedule is used for planning and fee development.
- There will be things added to this plan as we continue to track, an example would be the accreditation fee.
- Discussion on planned in and out fund balance for capital purchases.

***Motion to approve 2020 – 2024 Health Department Capital Improvement Plan as presented by***

***Health Department Staff:*** Emily Berge

***2nd Motion:*** Jennifer Eddy

***Motion Carried: Yes (unanimous vote)***

f. Review and approve draft 2020 Health Department Budget

- Half of the budget is tax levy and half are fees, grants, and other funding sources that come in.
- There is a meeting schedule in August to negotiate the final tax levy with the County. The budget is currently built on a 1.5% tax levy increase which may change. If the County gives us a 0% tax levy increase the City could provide less due to equalized value for example.
- There is a 4% ceiling for health insurance increase, last year that came in under.
- No large new grants have been written or received recently.
- In the draft budget no positions were eliminated, some of the vacancies are still being held in the budget. We are not proposing any changes in benefits.
- Cost of living increase is in the budget at 1% which is different than in previous years. The difference between a 1% and 2% cost of living increase is around \$40,000
- The burden of cost of living increase doesn't fall solely on tax levy.
- The next joint meeting is scheduled on August 28<sup>th</sup> with the City and County to look at tax levy.
- Merey suggests that on the August 28<sup>th</sup> agenda the review of the draft and the outcome of the meeting be added that the board has the ability to discuss and change. The 1% cost of living is a conservative approach as long as there is time to come back and have an additional discussion once tax levy numbers are more solidified.

***Motion to approve draft 2020 Health Department Budget as presented by Health Department***

***Staff:*** Emily Berge

**2nd Motion:** Jennifer Eddy  
**Motion Carried: Yes (unanimous vote)**

- g. Approve Director's 2019-2020 Performance Objectives
- These objectives are building from last year's objectives.
  - This is more of a "what is our role" vs "what did we do" approach for some specific objectives.

**Motion to approve Director's 2019-2020 Performance Objectives as presented by Health Department Staff:** Jennifer Eddy

**2nd Motion:** Emily Berge  
**Motion Carried: Yes (unanimous vote)**

**Other policy and informational items from staff for the Board**

- a. Director/Health Officer Report
- County budget listening session is next week. It is an opportunity for the County to hear input on budget priorities.
  - Discussion on Altoona's Airbnb requirements.
- b. Correspondence/Media
- No discussion
- c. Healthy Communities Update – quarterly update
- Healthy communities action teams continue to work hard.
- d. Strategic Plan Quarterly Update
- Progress is being made.
  - We continue to work on our goal around data.
  - Discussion on Network of Care and moving forward. There is not a direct replacement for the Network of Care. The federal government is debuting a new program for data. More to come on this as it moves forward.
- e. Performance Management Update
- We provide mid-year data to the County as part of the budget process.
  - It is suggested to give a summary of conclusions and observations on the fact sheet.

**Board member informational items**

- a. Board of Health Advocacy/Policy –
- WPHA/WALHDAB Legislative Update reviewed
  - State budget update provided

**Requests from Board members for future agenda items to be given consideration**

- a. None made

Next scheduled BOH meeting is August 28, 2019 at 5:15 p.m.

Merrey Price adjourned the meeting at 7:00 p.m.