

**POTTAWATTAMIE COUNTY  
BOARD OF HEALTH  
REGULAR MEETING MINUTES  
FRIDAY, NOVEMBER 8, 2019  
SUPERVISORS' HEARING ROOM-COUNTY COURTHOUSE  
227 SOUTH 6TH STREET, COUNCIL BLUFFS, IOWA**

**1. CALL TO ORDER**

The meeting was called to order by Vice Chairman, Dr. Shawn Jones at 7:33 A.M.

**2. ROLL CALL**

Members Present: Dr. Shawn Jones, Dr. Eneh Okoruwa, Lea Voss, Dr. Barbara Lee

Members Absent: Dr. Michael Guzman

Staff Present: Wyant, Sieck, Igbokidi, Reed

Other Present: Kris Wood, Linda McQuinn, Jenny Sharrick, Scott Belt, Tara Slevin, Mike Kraus, Diane K Anderson, Kelly Butts, Jenna Bull, Ashley Carroll, Arli Boustead, Erin Eltiste

**3. MINUTES**

**Motion #1:** to approve the Minutes of September 13, 2019 meeting.

**Motion by:** Dr. Eneh Okoruwa

**Second by:** Dr. Barbara Lee

**Vote:** Unanimous vote. Motion carried.

**4. REPORTS**

**A. WIC – Kris Wood**

- Current numbers unavailable until Nov 11<sup>th</sup>, 2019. New WIC fiscal year begins Oct 1<sup>st</sup>, 2019.
- Annual report has been submitted.
- Breastfeeding Peer Counseling report due on Nov 15<sup>th</sup>, 2019.
- New Breastfeeding Coordinator has been hired.
- Breastfeeding Coalition meeting Friday, Nov 15<sup>th</sup>, 2019 at Iowa School for the Deaf.

**B. Health Promotion Strategies – Julie Florian**

- Six-year grant with Iowa Department Public Health is in its final year. Grant will be up for bid end of January/beginning of February for those interested in applying.
- Pottawattamie County Tobacco Prevention Report.
  - i. Handout provided.
- POINT-OF-SALE Tobacco Summary.
  - i. Handout provided.

**C. CHI Health – Ashley Carroll presented a Power Point.**

- CHI Health Mercy Council Bluff's FY 20-22.
  - i. Community Health Needs Assessment
  - ii. Implementation Strategy Plan
  - iii. Community Benefit Update

**D. Division of Public Health**

- Division Update.
  - i. Handout provided.
- Leadership Academy.
  - i. Online training session for BOH and BOS. Sign up open until Nov 11<sup>th</sup>, 2019.
- Community Health Needs Assessment – update provided by Tony Igbokidi.
  - i. Information provided in Division Update handout.
- Budget Reviews – Matt Wyant provided copies of proposed budgets to members.
  - i. Environmental Health and Recycling Center.
  - ii. Animal Control
  - iii. Public Health (nursing program, emergency preparedness program and grant funded programs, potential Title X funding)

1. **Motion #2:** to approve 2020-2021 budgets.  
**Motion by:** Dr. Eneh Okoruwa  
**Second by:** Dr. Barbara Lee  
**Vote:** Unanimous vote. Motion carried.
- Grant Signature Authority.
  - i. Request Board approval of Director or Administrator signature authority for grant contracts. The Division seeks out, applies and submits grant application to further the mission and strategies of the Board.
    1. **Motion #3:** to approve Grant Signature Authority.  
**Motion by:** Dr. Eneh Okoruwa  
**Second by:** Lea Voss  
**Vote:** Unanimous vote. Motion carried.
- Subcontract for Intervention Implementation in Target Population grant services.
  - i. Grant for diabetes that services as a pass through for funds to All Care. Maria S. provided the sub-contract with All Care to the board for signature.
    1. **Motion #4:** to approve the authorization of the sub-contract.  
**Motion by:** Dr. Eneh Okoruwa  
**Second by:** Lea Voss  
**Vote:** Unanimous vote. Motion carried.
- NIMS Procedure.
  - i. Request for Board approval of NIMS policy and procedure for the Division in meeting public health emergency preparedness activities.
    1. **Motion #5:** to approve the authorization of the policy.  
**Motion by:** Lea Voss  
**Second by:** Dr. Barbara Lee  
**Vote:** Unanimous vote. Motion carried.

## 5. OTHER BUSINESS

A. **JANUARY 2020** – Board of Health meeting set for January 10, 2020.

B. **2019 Ford Escapes** – Two vehicles purchased with funds approved by the Board of Supervisors.

## 6. ADJOURNMENT

**Motion #6:** to adjourn.  
**Motion by:** Dr. Eneh Okoruwa  
**Second by:** Dr. Barbara Lee  
**Vote:** Unanimous. Motion carried.

The meeting was adjourned at approximately 8:14 A.M.

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Dr. Shawn Jones, Co – Chairman Date

ATTEST: \_\_\_\_\_  
Matt Wyant, County Planning Director Date