

Jasper County Board of Health
July 25, 2016

The Jasper County Board of Health held their meeting on Monday, July 25, 2016 at the health department. Members present were Clara Short, Jeanine Fell DDS, Mary Finley RN BSN MBA, Tom Clark BS, Everett Miller, Dale Haskett, Bob Schafer DVM and Ryan Jennings MD. Staff members present were Debbie Rubsam, BS, Administrator, and Marla Reynolds.

President Jeanine Fell called the meeting to order at 5:30 pm.

Bob Schafer made a motion to approve the minutes of the May 23, 2016 meeting and Mary Finley seconded the motion. Motion unanimously carried.

Tom Clark made a motion to approve the bills for the months of May and June, 2016 and Dale Haskett seconded the motion. Motion unanimously carried.

Under old business Debbie updated the board on the health department budget and finance by distributing budget spreadsheets and reserves for review. The Fiscal Year starting December 1, 2015 through June 30, 2016, is down \$24,145.68 from being a balanced budget. In May, our revenue was \$80,000 more than our expenses. So that made a big difference. From July 1, through November 30, 2015, the previous 5 months, we were down about \$82,000.

In May, the health department received the complete payment for the Local Health Protection Grant of \$63,201 and have started receiving the Vector grant money. State grants that we have not received any money for are Crisis, Lead, Vision & Hearing, and Tobacco. Total amount for 12 months of these grants, as well as the 23% of FCM withheld would be about \$57,000. In addition, the State owes us approximately \$60,000 fee-for-service for Healthy Kids billing and Behavioral Health Medicaid billing.

FY16 State Budget Impasse – On June 30th a stop-gap budget was passed. It is not a balanced budget but it does include 18 months, going through the end of December 2016. We are still waiting to see what exactly will get paid. The budget was 800 pages and the associations are looking through it and trying to get answers for us.

FY 16 Grants are being backed out of the state's system so new funding sources can be added to the FY Stop-Gap grants. By going to the Comptroller's website, we can see grants are getting added to the warrant list, but aren't getting paid yet. We currently have about \$18,000 in the queue.

In new business, Debbie discussed agency programs. Most grant applications are being done differently this year. Public Health Grants were completed in the same program as in the past, but DHS grants were changed so that we had Uniform Application Templates and Uniform Budget Templates sent to us to complete on each separate grant. The same questions were included on each, but one form was Excel and the others were either a PDF file that you could save or a PDF file that you had to print and couldn't save. Programmatic Risk Assessment Surveys must be done on each grant we receive and an Internal Control Questionnaire must be filled out about the agency. We have procedures in place, but will need to make sure our policies are detailed enough before the state comes for a visit.

With the grant changes, FCM is now a competitive grant. Because of the caseload carried and the formula the state furnished, the health department was able to increase that grant by an extra \$34,437. All the other grants went down slightly or stayed about the same.

Caregiver Connections is the DHS funded program that provides Early Childhood Mental Health Consultation to children ages 0 to 5. Jeannie and Debbie went to the County Board meeting to request they allow the health department to hire Julie Short, LCSW who has worked in this field since 2008. After a contract review from Chad Miller, Jasper County State's Attorney, we have now signed an 11 month contract through June 30, 2017, with Chaddock. Julie will begin work at JCHD on August 1st and we will be seeking bids to purchase a car for her to drive. The grant amount is \$68,842. Staff are very excited to have Julie work with us and the grant will provide some cash flow for the agency.

Behavioral Health has learned that the Community Behavioral Health Association along with other associations have worked on getting a Medicaid rate increase for specific mental health visits frequently used. They will be add-on payments through Healthcare and Family Services. Once it is approved through CMS, the state will begin to pay providers retroactive to July 1, 2016.

Our billing program contractor, Kenneth Young Center, will make the necessary changes to forms and codes as required. Payments are based on a percentage of counseling, therapy and case management visits. These add-on payments have been approved by Healthcare and Family Services but also needs to be approved by CMS as well.

Utilization Management Program Changes – In the past, Behavioral Health has been required to get authorization through the Collaborative for therapy and counseling to see clients after their 10th visit. Department of Human Services, Division of Mental Health had discontinued this practice starting July 1, which will save time for staff. Staff are still required to follow Rule 132 and remains subject to medical necessity requirements.

The county board voted in June to give a \$1.25 per hour raise to all county employees, including the health department staff, funded by the county through November 30, 2016. One stipulation was that three staff members who received raises on December 1st would not get an additional raise of that amount, but the difference of what they previously received so that it added up to \$1.25. The salary increase on December 1st was due to changing the longevity schedule from 8 years to 6 years in an effort to retain secretarial staff. The county did not want to give any one employee an increase of more than \$1.25 per year. However, if the schedule is not changed, employees with less experience will pass more experienced staff on the schedule when reaching certain anniversaries on the scale. After much discussion, Bob Schafer made a motion that the health department fund the increase in pay for these 3 employees on their next anniversary date to coincide with the six year longevity schedule. Clara Short seconded the motion. Roll call vote was as follows: Clara Short-Yes, Jeanine Fell-Yes, Mary Finley-Yes, Tom Clark-Yes, Everett Miller-No, Dale Haskett-No, Bob Schafer-Yes, Ryan Jennings-Yes. Motion carried.

Building and Grounds – Steve Shryock will be painting the front doors of both buildings, as well as stripping and waxing two of the bathroom floors for under \$1500. The air conditioner in the middle section of the building was not cooling so Steffen's was called in June. They added Freon and installed a new aluminum coil for around \$2000.

Under personnel, Carrissa Gutsmedl started her internship in the behavioral health department. Danielle Pincente's last day is next week and her internship will be complete.

Nursing division has one medical assistant intern, Brittany Keeler.

Alison Kuhl will be taking 10 weeks off for maternity leave the end of October. During Alison's last

maternity leave, we had Connie Zumbahlen come back to help with billing. However, since we have an intern to help answer phones we will attempt to keep up with the billing. However, we do have the option to call Connie, if needed.

County Audit, Consolidated Financial Report (CFR) and the FY15 Grant Report are all completed. The CFR has been submitted and will be uploaded to the Centralized Repository Vault (CRV).

Safe Sitter Class was held July 13th at the Masonic Lodge. Footprints by Maggie Goebel paid the tuition for the children and other costs. They had a full class of 20 kids.

Dates to Remember – Big Latch at Richland County WIC Office to Celebrate World Breastfeeding Week is August 5th from 10 to 12 noon.

Next Board of Health meeting will be Monday, September 26th at 5:30. We will have the budget for FY 17 completed for a vote.

Everett Miller made a motion to adjourn the meeting at 6:40 pm and Tom Clark seconded the motion. Motion unanimously carried.

Clara Short, Secretary