



# ACTION ITEMS FOR BOARDS OF HEALTH & BOARDS OF SUPERVISORS

This document intends to serve as a job aid for Board of Health and Board of Supervisors members, highlighting action items from the Public Health Leadership Academy sessions. Please note that these items are general suggestions, as every county and health department in Iowa are unique.

## **The Iowa Governmental Public Health System**

- Review history and structure of the Iowa public health system from Session 1

## **Local Governance Roles and Responsibilities**

- Invite local and state partners to share information and resources during Board of Health meetings
- Ask about your county's plans for the 2020-2025 Community Health Needs Assessment (CHNA) and Health Improvement Plan (HIP)
  - Ask about the current Community Health Needs Assessment (CHNA) in your county
  - Ask about the current Health Improvement Plan (HIP) in your county
- Review *Legal Authority of Local Boards of Health document*
- Have one Board of Health member attend Board of Supervisor meetings when information is being shared or issues arise
- Invite your County Attorney to Board of Health meetings
- Be in regular contact with your administrator

## **Public Health Law in Iowa**

- Communication between boards:
  - Keep board advised of actions and reasoning behind actions
  - Educate on scope of services and duties you are performing
  - Be receptive to advice and concerns on front end
  - Educate on need for specialized skill sets for personnel and market rates in your area for these skills
  - Consider conforming to general county employment/operational standards where feasible
- When to consult legal counsel:
  - Be prepared...know where to go
  - To Educate You
  - Contracts
  - Potential Liability
  - Resistance/Not voluntary cooperation
  - Apply for/Respond to Court Action
  - Action Interferes with Individual Liberty/Bodily Integrity

- Inspections/Seizure
- Verify the Law Permits Planned Action
- Scope of Agency's Power is not clear
- There are Questions about the Type of Process
- Advice on Unique Legal Provisions
- Administrative Procedures Act
- Surveillance, Privacy, Open Records/Meetings
- When You Do Not Know...
- Review Additional Public Health Law Resources:
  - [Hancock County Waiver Approval Example documents](#)
  - [28D Inter-agency Agreement Example](#)
  - [28E Agreement Example](#)
  - [DogBiteLaw.com](#)
  - [Exclusion Procedure/Example Order](#)
  - [10 Rules of Thumb for Local Boards of Health document](#)
  - [Legal Authority of Local Boards of Health document](#)
  - [Legal Authority – Disease Reporting & Containment](#)
  - [Legal Authority – Budget & Personnel](#)
  - Midwestern Public Health Training Center Webinars:
    - [Quarantine and Isolation Webinar](#)
    - [Public Health Law Webinar](#)

## Health Equity

*DISCLAIMER – As you all know, our Local Public Health Administrators and staff are inundated with COVID-19 response. Please consider holding action items until things ease up for your County. As always, thank you for participating in the Public Health Leadership Academy.*

- Ask your administrator how they are incorporating health equity into the agency's work
- Look at data (including COVID-19 data) from your county with a health equity frame
  - What populations are experiencing the most disparities in your community based on your CHNA HIP?
  - How are you partnering with these communities?
- Create mechanisms to meaningfully engage community partners
  - How is your board engaging communities/voices that are typically unheard?
  - Is this being done during the CHNA/HIP process? How so?
- Review your Policy, System, and Environmental strategies, does it address health disparities? If not, how can you make sure your PSE strategies address health disparities?
- Review additional health equity resources:
  - From the Session:

- [Plan4Health](#)
- [The Community Tool Box](#)
- [Creating A Dialog](#)
- [Health Equity Informed Evaluation \(starting on p.30\)](#)
- [IDPH Tracking Portal](#)
- [IDPH Health Equity Website](#)
- Additional Resources:
  - [Health Equity - Midwestern Public Health Training Center](#)
    - Readings:
      - [White Privilege: Unpacking the Invisible Knapsack](#)
      - [Race in the Heartland](#)
    - Podcasts:
      - [Share Public Health: Tackling Equity, an Introduction](#)
      - [Share Public Health: Tackling Equity, the Social Determinants](#)
      - [Share Public Health: Tackling Equity, African American Health Disparities](#)
      - [Share Public Health: Tackling Equity, Building an Inclusive Workforce](#)
    - Organizations:
      - [Bay Area Regional Health Inequities Initiative](#)
      - [Human Impacts Partners](#)
  - [A New Way to Talk About Social Determinants of Health - Robert Wood Johnson Foundation](#)

## **Ethics and Decision Making in Public Health**

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- Review the [Public Health Code of Ethics](#)
- Consider an creating/adopting an ethics policy for your county
- Implement an ethical decision making approach when dealing with public health problems in your county
- Review the structure of your environmental health department in your county
- Identify individuals responsible for sharing information with the media, stakeholders, and community members

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- Research MAPP, CASPER, or other tools to determine which tool would work best for your LBOH and LPHA
- Utilize an evidence based policy making process when developing policies
- Advocate and develop position statements as a Board when appropriate
- Attend a Board of Supervisors meeting in your county