



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*