

Governance (GV)

Governance (GV) - The Governance Standards address the obligations of the boards of health in Iowa to oversee public health matters. These standards apply directly to the respective boards of health. The local criteria are the responsibility of the local boards of health, and state criteria are the responsibility of the Iowa State Board of Health.

The Iowa Code Chapter 137 and Iowa Administrative Code 641, Chapters 77 and 78 give local boards of health jurisdiction over public health matters within their local service areas. Local boards of health are responsible for taking an active role in setting public health goals and priorities, shaping delivery service systems, and ensuring efficient and effective use of resources. The local criteria require each local board of health to designate a local public health agency to comply with the Iowa Public Health Standards for its jurisdiction. The local criteria require the local board of health to assure that the designated local public health agency complies with the standards.

The Iowa Code Chapter 136 gives the Iowa State Board of Health the authority to be the policy making body for the state public health department. The Iowa State Board of Health has the power to advise or make recommendations to the state public health department, governor, and legislature regarding health and sanitation matters. The state criteria require the Iowa State Board of Health to assure that the state public health department complies with the standards.

Standard GV 1: Secure commitment from governmental oversight bodies to comply with the Iowa Public Health Standards.

Standard GV 2: Comply with the Iowa Code and Iowa Administrative Code.

Standard GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards.

Standard GV 4: Develop public policy to address public health issues.

Standard GV 5: Practice fiscal oversight.

Total Local Criteria: 11

Total State Criteria: 11



2013 GV Iowa Public Health Standards

Governance

STANDARD GV 1: Secure commitment from governmental oversight bodies to comply with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
GV 1a-L At least annually, provide written commitment from the local board of health to comply with the Iowa Public Health Standards.	1. Written commitment from the local board of health.	<p>Purpose: The purpose of this criterion is to assure that the local board of health is supportive of compliance with the Iowa Public Health Standards.</p> <p>Significance: As the governing entity, the support of the local board of health is critical.</p> <p>Guidance: Documentation could be a board of health resolution, proclamation or letter signed by each member of the local board of health.</p>
STANDARD GV 1: Secure commitment from governmental oversight bodies to comply with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
GV 1b-L At least annually review the local public health agency's status of compliance with the Iowa Public Health Standards.	1. Proof that the board of health has reviewed the agency's compliance with the Iowa Public Health Standards.	<p>Purpose: The purpose of this criterion is to assure that the local board of health is regularly updated on the status of the local public health agency's compliance with the Iowa Public Health Standards.</p> <p>Significance: As the governing entity, the local board of health should be knowledgeable about the agency's ability to comply with the Iowa Public Health Standards.</p> <p>Guidance: Meeting minutes from when the report or reports were given and the report(s) should both be provided as documentation.</p>

2013 GV Iowa Public Health Standards

STANDARD GV 1: Secure commitment from governmental oversight bodies to comply with the Iowa Public Health Standards STANDARD:		
CRITERIA	REQUIRED DOCUMENTATION	
GV 1a-S Provide written commitment from the State Board of Health to comply with the Iowa Public Health Standards annually.	1. Written commitment from the state board of health.	<p>Purpose: The purpose of this criterion is to assure that the state board of health is supportive of compliance with the Iowa Public Health Standards.</p> <p>Significance: As the governing entity, the support of the state board of health is critical.</p> <p>Guidance: Documentation could be a board of health resolution, proclamation, or letter, signed by each member of the state board of health.</p>

STANDARD GV 1: Secure commitment from governmental oversight bodies to comply with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
GV 1b-S Review the Iowa Department of Public Health's status of compliance with the Iowa Public Health Standards annually.	1. Proof that the state board of health has reviewed the department's compliance with the Iowa Public Health Standards.	<p>Purpose: The purpose of this criterion is to assure that the state board of health is regularly updated on the status of the department's compliance with the Iowa Public Health Standards.</p> <p>Significance: As the governing entity the state board of health should be knowledgeable about the department's ability to comply with the Iowa Public Health Standards.</p> <p>Guidance: Meeting minutes where the report or reports were given and the report(s) should both be provided as documentation.</p>

2013 GV Iowa Public Health Standards

STANDARD GV 2: Comply with Iowa Code and Iowa Administrative Code		
CRITERIA	REQUIRED DOCUMENTATION	
GV 2a-L Comply with Iowa Code Chapter 137 and 641 Iowa Administrative Code (IAC) Chapter 77.	1. Statement that the board of health is in compliance with the Iowa Code Chapter 137 and 641 Iowa Administrative Code (IAC) Chapter 77.	<p>Purpose: The purpose of this criterion is to assure that the local board of health is in compliance with Iowa Code Chapter 137 and 641 IAC Chapter 77.</p> <p>Significance: Iowa Code Chapter 137 and 641 IAC Chapter 77 outline the roles and responsibilities of the local board of health.</p> <p>Guidance: A statement signed by the board of health chair and any supporting meeting minutes should be submitted as documentation.</p>

STANDARD GV 2: Comply with Iowa Code and Iowa Administrative Code		
CRITERIA	REQUIRED DOCUMENTATION	
GV 2b-L Assure that legal counsel is available for the local board of health and designated local public health agency.	1. Documentation that legal counsel is available for the local board of health and the local public health agency.	<p>Purpose: The purpose of this criterion is to assure that legal counsel is available to the local board of health and local public health agency.</p> <p>Significance: Legal counsel should be accessible by the local board of health and local public health agency.</p> <p>Guidance: Documentation that legal counsel is available to the local public health agency and local board of health such as a contract, MOU, or MOA for services with legal counsel, policy, or documentation of legal assistance.</p>

2013 GV Iowa Public Health Standards

STANDARD GV 2: Comply with Iowa Code and Iowa Administrative Code		
CRITERIA	REQUIRED DOCUMENTATION	
GV 2a-S Review state board of health's compliance with Iowa Code chapter 136 annually.	1. Statement that the state board of health is in compliance with Iowa Code chapter 136.	Purpose: The purpose of this criterion is to assure that the state board of health is in compliance with Iowa Code chapter 136.
		Significance: Iowa Code chapter 136 outlines the roles and responsibilities of the state board of health.
		Guidance: A statement signed by the board of health chair and any supporting meeting minutes should be submitted as documentation.

STANDARD GV 2: Comply with Iowa Code and Iowa Administrative Code		
CRITERIA	REQUIRED DOCUMENTATION	
GV 2b-S Assure that legal counsel is available to the state board of health and the state public health department.	1. Documentation that legal counsel is available for the state board of health and the state public health department.	Purpose: The purpose of this criterion is to assure that legal counsel is available to the state board of health and the state public health department.
		Significance: Legal counsel should be accessible by the state board of health and state public health department.
		Guidance: Document that legal counsel is available to the state public health department and state board of health, with a contract, MOU or MOA for services with legal counsel, policy, or documentation of legal assistance.

2013 GV Iowa Public Health Standards

STANDARD GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
<p>GV 3a-L The local board of health designates a public health agency the authority to assure administration of public health services in compliance with the Iowa Public Health Standards.</p>	<p>1. Documentation of designation.</p> <p style="margin-left: 20px;">a. Meeting minutes and signed statement. OR</p> <p style="margin-left: 20px;">b. Meeting minutes and legal agreement.</p>	<p>Purpose: The purpose of this criterion is to assure that the local board of health designates a single entity to coordinate the delivery of public health services in the jurisdiction.</p> <p>Significance: One agency will serve as the lead agency in pulling information together for the local board of health, assuring that key stakeholders are involved in assisting the local board of health fulfill its duties. This organization is the organization that can apply for accreditation.</p> <p>Guidance: Board of health meeting minutes shall include the name of the agency being designated, the term of the designation, scope of the designation, and any compensation to be provided to the designated agency. If the local board of health designates an agency governed by the local board of health, then documentation shall include meeting minutes and a statement indicating designation signed by the chair of the local board of health. If the local board of health designates an agency not governed by the local board of health, then documentation shall include meeting minutes and a legal agreement between the local board of health and the designated public health agency.</p>

STANDARD GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
<p>GV 3b-L Annually review a list of agreements and</p>	<p>1. List of agreements and contracts.</p>	<p>Purpose: The purpose of this criterion is to assure that the local board of health is aware of what agreements and contracts the local public health agency has with other entities.</p>

2013 GV Iowa Public Health Standards

<p>contracts between the local public health agency and other entities that support local public health services in the jurisdiction.</p>	<p>2. Board of health meeting minutes.</p>	<p>Significance: For the local board of health to effectively carry out its roles and responsibilities, the local board of health needs to be aware of this information.</p> <p>Guidance: The agency should submit a list of agreements and contracts to the board of health. Meeting minutes should document that the list has been reviewed with the local board of health. The list should include contracts from the local, state, and federal government.</p>
---	--	--

STANDARD GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
<p>GV 3c-L Advocate for resources for public health to comply with the Iowa Public Health Standards.</p>	<p>1. Documentation of resources sought.</p>	<p>Purpose: The purpose of this criterion is to assure that the local board of health is seeking adequate resources.</p> <p>Significance: It is important that the local board of health is knowledgeable about resources needed to assure the health of the public.</p> <p>Guidance: Documentation may include the annual budget submission, additional funding requests, letter of support, or grant applications. The agency may choose to submit board of health meeting minutes for clarification.</p>

STANDARD GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
<p>GV 3a-S Review a listing of agreements and contracts between IDPH</p>	<p>1. List of agreements and contracts. 2. State board of</p>	<p>Purpose: The purpose of this criterion is to assure that the state board of health is aware of the agreements and contracts the state public health department has with other entities.</p> <p>Significance: To effectively carry out its roles and</p>

2013 GV Iowa Public Health Standards

and other entities annually.	health meeting minutes.	responsibilities the state board of health needs to be aware of this information. Guidance: The department should submit a list of agreements and contracts and the board of health meeting minutes documenting that the list has been reviewed with the state board of health.
------------------------------	-------------------------	---

STANDARD GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
GV 3b-S Advocate for resources for public health to comply with the Iowa Public Health Standards.	1. Documentation of resources sought.	<p>Purpose: The purpose of this criterion is to assure that the state board of health is seeking adequate resources.</p> <p>Significance: It is important that the state board of health is knowledgeable about resources needed to assure the health of the public.</p> <p>Guidance: Documentation may include the annual budget submission, additional funding requests, a public health meeting discussion about public health funding, a letter of support or grant applications. The department may choose to submit board of health meeting minutes to clarify.</p>

STANDARD GV 3: Assure administration of public health services and compliance with the Iowa Public Health Standards		
CRITERIA	REQUIRED DOCUMENTATION	
GV 3c-S Annually report environmental health activities to the state board of health.	1. Documentation of report to the state board of health.	<p>Purpose: The purpose of this criterion is to assure that a summary of environmental health activities is regularly presented to the state board of health.</p> <p>Significance: The state board of health needs to be aware of environmental health activities in Iowa.</p>

2013 GV Iowa Public Health Standards

		Guidance: Documentation that the report has been shared with the board of health should include a copy of the report and board of health meeting minutes.
--	--	--

STANDARD GV 4: Develop public policy to address public health issues.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 4a-L At least every three years review the effectiveness and relevance of public health rules/regulations and ordinances that impact public health policy.	1. Documentation of review. 2. Documentation of changes when applicable. 3. Board of health meeting minutes.	Purpose: The purpose of this criterion is to assure that existing public health policies and ordinances are reviewed on a regular basis and that they are still relevant and effective.
		Significance: Public health policies and ordinances need to be continuously updated to remain relevant.
		Guidance: The department should provide three examples of rules/regulations or ordinances reviewed within the last three years. The review date should be clearly documented on a cover sheet or on the actual rule/regulation or ordinance. Board of health meeting minutes regarding all three examples should also be submitted.

STANDARD GV 4: Develop public policy to address public health issues.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 4b-L Maintain a process to determine the need for and adoption of rules/regulations and ordinances for new and	1. Process to determine new needs. 2. Process to adopt public health policy.	Purpose: The purpose of this criterion is to assure that local boards of health are recognizing the need to adopt new rules/regulations and ordinances to address new and emerging public health policy.
		Significance: A process assures development of rules/regulations and ordinances to address new health and

2013 GV Iowa Public Health Standards

emerging public health policy.		emerging public health policy in timely manner. Guidance: Documentation should include a written process for adoption of rules/regulations and ordinances and a written process to determine the need for new rules/regulations and ordinances. The process may be combined in the same document, but are not required to be combined.
--------------------------------	--	--

STANDARD GV 4: Develop public policy to address public health issues.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 4a-S Evaluate the need for changes in public health law and rules.	<ol style="list-style-type: none"> 1. Documentation of review. 2. Documentation of changes when applicable. 	<p>Purpose: The purpose of this criterion is to assure that existing public health law and rules are evaluated regularly and that they are current. Additionally, the need for any new laws or rules should be evaluated on a regular basis.</p> <p>Significance: Public health laws and rules need to be continuously updated to remain relevant.</p> <p>Guidance: The department should provide three examples of code chapters and three examples of administrative code chapters that have been reviewed within the last three years. The review date should be clearly documented. Board of health meeting minutes regarding all three examples should also be submitted.</p>

STANDARD GV 4: Develop public policy to address public health issues.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 4b-S Adopt administrative rules for the protection of the public's health.	<ol style="list-style-type: none"> 1. Documentation of process. 2. Examples of adopted 	<p>Purpose: The purpose of this criterion is to assure that administrative rules are adopted for the protection of the public's health.</p> <p>Significance: Due to changes in public health laws the state</p>

2013 GV Iowa Public Health Standards

	administrative rules.	board of health needs to assure that administrative rules are regularly being adopted for the protection of the public's health.
		Guidance: The department should submit a process for adoption of administrative rules, and at least three examples of administrative rules that have been adopted within the last 12 months.

STANDARD GV 5: Practice fiscal oversight.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 5a-L Secure local board of health approval of the proposed budget prior to submission.	<ol style="list-style-type: none"> 1. Documentation of approval. 2. Documentation of proposed budget. 	Purpose: The purpose of this criterion is to assure that the local board of health approves the proposed budget.
		Significance: It is important for the local board of health to understand the proposed budget.
		Guidance: Documentation should include both the meeting minutes recording approval of the proposed budget, and the proposed budget presented to the board at that time. The budget must contain, at a minimum, proposed revenue and proposed expenses.

STANDARD GV 5: Practice fiscal oversight.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 5b-L At least twice a year at local board of health meetings, review and monitor the designated local public health	<ol style="list-style-type: none"> 1. Documentation of review of budget. 2. Documentation of report. 	Purpose: The purpose of this criterion is to assure that the local board of health is regularly monitoring the budget.
		Significance: It is important for the local board of health to regularly review the budget.
		Guidance: Documentation should include board of health meeting minutes showing review of the budget two times in a

2013 GV Iowa Public Health Standards

agency's budget and fiscal management.		year. The report presented at each of those board of health meetings should also be submitted.
--	--	--

STANDARD GV 5: Practice fiscal oversight.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 5a-S Review the department's proposed budget submitted to the Governor's office annually.	<ol style="list-style-type: none"> 1. Meeting minutes. 2. Documentation of proposed budget. 	<p>Purpose: The purpose of this criterion is to assure that the state board of health annually reviews the department's proposed budget.</p> <p>Significance: It is important for the state board of health to understand the proposed budget.</p> <p>Guidance: Documentation should include both the meeting minutes recording review of the proposed budget and the proposed budget presented to the board at that time.</p>

STANDARD GV 5: Practice fiscal oversight.		
CRITERIA	REQUIRED DOCUMENTATION	
GV 5b-S Review and monitor the state public health department's budget and fiscal management at least twice a year.	<ol style="list-style-type: none"> 1. Documentation of review of budget. 2. Documentation of report. 	<p>Purpose: The purpose of this criterion is to assure that the state board of health is regularly monitoring the budget.</p> <p>Significance: It is important for the state board of health to regularly review the budget.</p> <p>Guidance: Documentation should include state board of health meeting minutes showing review of the budget two times in a year. The report presented at each of those state board of health meetings should also be submitted.</p>