

Dubuque County Board of Health
Minutes of August 17, 2022

Link to view the Meeting Recording: Meeting Recording:

Chairperson, Sandra Larson called the August 17, 2022, Dubuque County Board of Health Meeting to order at 4:33 pm, via zoom. A quorum was established.

Members Present: Sandra Larson, Jessica Smith, Amy Crow Sunleaf, Adam Hoffman,

Members Absent: Hendrik Schultz

Others Present: Stacey Killian, Laura McCarthy-Kohn, Bailey Avenarius, Kevin Dragotto, Ann McDonough, Mr. & Mrs. Haverland

1. Roll Call

2. Public Comments

None

3. Chairperson Announcements and Updates

Sandra Larson shares that a press release has gone out, about the two open positions on the Board of Health.

4. BOS / BOH Liaison Comments

No comments from Supervisor McDonough. Kevin Dragotto shared that the applications for the new Board of Health Members are not yet, on the Board of Supervisor's agenda. He will send an email to the Board of Health Chairperson and/or Secretary, to disperse the status update.

5. Approval of Agenda

Sandra Larson made the motion to approve the Agenda for August 17, 2022, with the requested amendment; she would like to add "a-1" to #9 "Unfinished Business," making it possible to begin the discussion with the City of Dubuque. Jessica Smith seconded the motion and with 4 Ayes, the motion carried.

6. Approval of Minutes

a. Minutes from regularly scheduled meeting on July 20, 2022.

b. Minutes from special meeting on August 1, 2022.

Amy Crow Sunleaf made the motion to approve the Minutes from both meetings. Adam Hoffman seconded the motion and with 4 Ayes, the motion carried.

7. Presentations & Reports

a. Response to Public Comment/Questions from Previous Meeting on July 20, 2022.

The question was, "Can you clarify how the Board decides to approve or deny variances?" Laura McCarthy -Kohn presented the explanation, as outlined in the Iowa Code.

- b. Dubuque County Health Department Update.** Laura McCarthy-Kohn shared that since the last meeting 27 water tests have been completed in the county. She also shared that she has taken the exam to become lab certified and will have the results in the next couple of weeks.
- c. VNA Monthly Update and COVID-19 Update.**
Stacey Killian gave her report on what the VNA has been doing and an update on COVID-19 in Dubuque County.

8. Action Items

- a. Variance Request:** Greg Adams has requested a variance for his property on Country View Estates and Bailey Avenarius provided the position of Dubuque County Attorney, CJ May, on this request. Amy Crow Sunleaf made the motion to approve this variance with the stipulation that a qualified septic installer, shall provide a letter to Bailey, that states the current septic system is in good working condition and is not damaged. Jessica Smith seconded the motion and with 4 Ayes, the motion carried.
- b. Variance Request:** Mr. and Mrs. Haverland have requested a variance for their property at 10531 Key West Dr. Amy Crow Sunleaf motioned to approve the variance. Jessica Smith seconded the motion and with 4 Ayes, the motion carried.
- c. Contract with VNA:** Stacey Killian shared the contents of the Addendum #1 made to the current contract, for the support of the Health Department as Interim Executive Director. Amy Crow Sunleaf, motioned to approve the Addendum #1 to the contract. Jessica Smith seconded the motion and with 4 Ayes, the motion carried.

9. Unfinished Business

- a. 1.** Sandra Larson shared that Mary Rose Corrigan; Director of the City Health Department has offered a proposed summary as to how the City Health Department can help to support the County Health Department. Mary Rose shared the contents of her proposal and is willing to present it in the form of a contract if that's the County's requirement.
- b. Executive Director Position Updates**
Sandra Larson shared an update on the Executive Director position and a there was a discussion about the hiring and search options.

10. New Business

None.

11. Board Communication & Reports

None.

12. Next Regularly Scheduled Meeting: September 14, 2022, at 4:30 PM – In Person

Due to scheduling conflicts, our next regularly scheduled meeting will be on the second Wednesday of September, instead of the third.

13. Public Comment

At this time, anyone may address the Board on matters of which are of concern to that person, and which are not agenda items. Please raise your hand on ZOOM, state your name, and home address. Please be aware that the Board is limited in their ability to respond to such inquiries and Iowa Code prohibits the Board from deliberating or acting on items not appearing on the agenda. Individual remarks are limited to three minutes.
None.

14. Adjournment

Jessica Smith made the motion to adjourn the meeting. Adam Hoffman seconded the motion and with 4 Ayes, the motion carried, and Sandra Larson adjourned the meeting at 6:07pm.