

## **Dubuque County Board of Health Meeting Minutes December 14, 2022**

Link to view the Meeting Recording: [Meeting Recording](#):

Chairperson, Sandra Larson called the December 14, 2022, Dubuque County Board of Health Meeting to order at 4:30 PM, via in-person and zoom.

**Members Present:** Sandra Larson, Amy Crow Sunleaf, Jess Smith, Pat Lehmkuhl, Adam Hoffman and via ZOOM: Mike Fidgeon.

**Members Absent:** Hendrik Schultz

**Others Present:** Stacey Killian, Laura McCarthy-Kohn, Bailey Avenarius, Allie White, Kevin Dragotto, and Paul Uzel.

**1. Roll Call** – A quorum was established.

**2. Public Comments**  
None

**3. Chairperson Announcements**

**a.** Sandra introduced the Health Department's new Executive Director, Allie White and Allie shared that she's happy to be a part of the important work that we do.

**b.** Sandra shared an update on the contract agreement between the City and County health departments; stating that Kevin Dragotto and Mary Rose Corrigan are working together on this and to-date, she's not received an update from them.

**c.** Sandra shared that the Strategic Planning Committee will meet before the end of the year. She received information from Diane Pape-Freiburger about the "No Cost Learning Experiences" being offered by the CDC. One class that is currently being offered, and Sandra has signed up for, is "Create a Strategic Plan" training. Sandra invited the other Board members to participate.

**d.** Sandra announced that at the December 12, Board of Supervisor's meeting, there were two appointments to the Board of Health made; Mike Fidgeon and Sandra Larson have each been appointed to a three-year term. She informed the Board that they need to hold an "Election of Officers" next month and suggests that there be a nominating committee. Jess Smith and Adam Hoffman volunteered to be that committee.

**f.** Sandra shared that there will be some opioid settlement money available soon. The state received approximately \$70 million that will be divided among cities and counties, based on population. Kevin Dragotto shared that he's the administrator for Dubuque County's opioid settlement funds and that the County has received funds, just shy of \$500,000 from several different settlements; each is structured slightly different, though the applicable uses are standard. Kevin would like to meet with the Board to discuss the different ways in which the funds can be utilized.

### 3. Chairperson Announcements and Updates Continued

He'll send the information to the Board of Health, prior to their next meeting. Jess Smith asked Kevin if there's a deadline for submitting grants. Kevin said, no, it's our money and as long as the money is used according to the guidelines of the settlement agreement, there's no expiration date.

### 4. BOS/BOH Liaison Comments

a. None. Supervisor McDonough was absent.

### 5. Approval of Agenda

Jess Smith made a motion to approve the agenda for December 14, 2022; Amy Crow Sunleaf, seconded the motion, and with 6 Ayes, the motion was passed.

### 6. Approval of Minutes

a. Regularly Scheduled Meeting on November 16, 2022

b. Special Meetings on November 1 and 9, 2022.

Pat Lehmkuhl made a motion to approve the minutes for all three of the November meetings; Jess Smith seconded the motion, and with 6 Ayes, the motion was passed.

### 7. Presentation & Reports

#### a. Dubuque County Health Department Report

Laura McCarthy-Kohn shared that she and her co-workers are looking forward to Allie joining the team on Monday.

Laura gave an update on the CADE grant spending: The Homeless has been awarded \$13,890. and to-date, there is a remaining unspent balance of \$2,281. This is an estimate, as there is an outstanding invoice. Confinement was awarded, \$32,000. and to-date, there is an unspent balance of \$2,596. IT Upgrades was awarded \$307,845. and they've completed their spending for this grant, with a remaining unspent balance of \$69.47.

Bailey, Tina, and Laura would like to thank Stacey Killian for all her assistance and support, as the interim Director. It's been great working with her, getting to know her and learning more in-depth, the connection between the VNA and the county health department.

#### b. VNA Monthly Report and COVID-19 Update

Stacey Killian reported updates on the grants: **Tobacco Prevention and Control Grant:** there's been a strong presence in the schools and financially, this grant is on target.

**Immunization Grant:** 568 vaccines were administered and 93% of this grant has been spent. **BBC/WiseWoman Grant:** 87 of the 125 CFY (Care for Yourself) spots have been filled. There's been some difficulties with women showing up for follow-up

appointment. **LPHS Services Grant:** There were 94 homemaking visits and 46 homecare aide visits completed, with just one full-time homecare aide. There's a 40% decrease in visits, due to staff shortage. **Communicable Disease** has seen a slight decrease in TB cases. There's an increase in community respiratory illness, due to RSV, COVID-19, and influenza.

Beginning January 2023, the Grand River Medical Group will become the pediatric VFC provider. The VNA has taken on **Title X Family Planning** for 8 counties.

In November, **WIC** saw 2,770 participants, which is 96.3% of goal. Beginning March 1, 2023, the VNA will add clinics in Cascade, Farley and Epworth and will also hire a peer counselors to offer additional support.

## **7. Presentations and Reports Continued.**

**Emergency Preparedness:** The group met to review John Carter's AAR draft and John has a few more interviews to complete. Once a final version is received, it will be presented to the Board of Health, the Board of Supervisors, and the City Council.

**Interim Executive Director Updates:** Stacey attended and completed PIO training in November; she has Allie scheduled to complete this training. Stacey is working with the Board Chair to develop job descriptions and annual appraisals for the Health Department. Stacey met with Megan Bonart, from Dubuque County Auditor's office, to discuss and refine the grant processes.

**COVID-19 Update:** Community level is at a medium. We're still dealing with omicron; in the last 7 days, there's been 154 cases. First dose vaccines are still being given. The bivalent vaccine has just been expanded, approving it for children 6 months and older. Monkeypox name has changed to "Mpox." Iowa is at a 33% vaccination rate for the flu – this is much lower than previous years.

Sandra asked that for future reports, Stacey include the location of the participants that are being served.

Sandra asked Stacey if the Board of Health should be involved in CHNA-HIP. Stacey said, yes. She intends to get a survey out to identify the needs of the community, then set up a task force that will assist in guiding through the improvement plan.

### **c. Finance Committee Update.**

Stacey shared that the finance committee: Mike Fidgeon, Sandra Larson, Stacey Killian, Laura McCarthy-Kohn, and Stella Runde met earlier this month, regarding the FY24 budget. Stacey plans to send a draft of the worksheet to Mike and Sandra, by the end of the week, to review. The plan is to present the Board of Health, with a completed worksheet at the January meeting, then present to the Board of Supervisors, for approval, at the end of January. Stella advised the Board to hold off on their request to the Board of Supervisors, for any additional staff, until the strategic plan is complete, and role(s) of the new position(s) are clearly defined.

## **8. Action Items**

### **a. A variance request for John Leibfried at 16848 Country Club Dr. in Peosta**

This was tabled at November's meeting, until additional information could be obtained. Bailey Avenarius shared that the Zoning department had issued a building permit for this property, but they did not issue a plat – it's not permissible to plat a lot that's less than an acre, however, a septic system can be put on a lot that is less than an acre. Bailey spoke to the homeowner and the contractor, after the November meeting to let them know that the request was denied, pending additional information and that they'd need to hold off on installing the system. The contractor told Bailey that he plans to do the install on December 8, before the ground freezes and that he'll call her prior to starting the project, so she can go out to do her inspection. He did not call her. Bailey checked all the files for all properties on Country Club Dr., none of them contained a variance request and all the lots are less than an acre, except for a couple. This subdivision was developed in the early 70's, so there may not have been such records back then. Sandra suggested the Board vote on this, even though it's retroactive. Jess Smith made the motion to approve

## **8. Action Items Continued.**

the variance and Mike Fidgeon seconded the motion. Additional discussion took place, before the vote. There were 0 Ayes and 6 Nays. The motion to approve this request, was denied.

## **9. Response to Public Questions**

**a. (Q)** Sandra shared a request that she received from State Representative, Charles Isenhardt. He sent her information about an article in the Cedar Rapids, Gazette, regarding PFAS chemicals found in the wells near the airport in Linn County. Mr. Isenhardt asked if the Dubuque County Health Department can test for PFAS contamination in the private wells in the Little Creek Water Shed, below the Dubuque Regional Airport.

**(A)** Adam Hoffman shared that someone from the University of IA. is going to present to the Board of Supervisors in January, their findings from the well testing that they done throughout Dubuque County, and he believes their report contains some PFAS data. Sandra said she will share that information with Mr. Isenhardt.

## **10. Unfinished Business**

### **a. Update on Adopting Chapter 137.**

Sandra shared that she's written to Kevin Dragotto and County Attorney, C.J. May regarding Chapter 137, that the Board of Supervisors has yet to adopt. C.J. responded to say that this is a complicated procedure; policies and parameters must first be put in place, as to how the various elements of this chapter will be handled. Kevin Dragotto added that the Board of Health will need to do a notice of public hearing before they can adopt this ordinance and before they can present this to the Board of Supervisors to adopt. It's his suggestion that the Board move forward with making the decisions on how this ordinance will be enforced before they go through the above process to adopt this ordinance. There are several legal issues and practical applications that need to be considered prior to moving forward with this ordinance. Amy Crow Sunleaf asked if the Board can have a stakeholder's meeting in January, with Sheriff Kennedy, the Board of Health Chairperson, the new County Attorney, the Executive Director of the Health Department, Kevin Dragotto, and the Environmental Specialist, Bailey Avenarius. Kevin suggests that this be a work session, outside of the board meetings, as this would be a fact-finding meeting and not something that the Board would be voting on at this time. Sandra said she'll work to get a stakeholder's meeting set up.

## **11. New Business**

**a.** None.

## **12. Board Communication & Reports**

**a.** Adam Hoffman shared that he met with the Dubuque County Conservation to discuss public health initiatives, to getting outside. He said the conservation group was excited about the idea and had begun a brainstorming session on various ideas for activities and who might be potential partners. Amy Crow Sunleaf shared that the Mines of Spain is sponsoring an outdoor hike on Friday, December 16; it's short notice and you do need to register, to attend, but still a worth-while event.

**13. Next Scheduled Meeting is on January 18, 2023, at 4:30 PM.**

**14. Public Comments**

a. Paul Uzel, with the Food Policy Council, shared that since the resignation of their Chairperson, Whitney Sanger, their interim Chairperson is Rich Henderson. He said they're looking at a proposal to hire someone, parttime, to help them achieve their goals. He said they're an advisory council to the Board of Health and Board of Supervisors. He and Rich plan to be at next months' Board of Health meeting. Jess Smith introduced herself to Paul, as the Board of Health Liaison to the Food Policy Council and said that she'll reach out to Paul and Rich before next months' meeting, so she can get information on their meeting place and times.

**15. Adjournment**

Jess Smith made a motion to adjourn the meeting and Amy Crow Sunleaf seconded the motion; and with 6 Ayes, the motion passed. Sandra adjourned the meeting at 5:42 PM.