



Public Health
Prevent. Promote. Protect.

**Dubuque County
Public Health Department**

Board of Health

Sandra Larson, JD, BSN
Amy Crow Sunleaf, MA, NCC, LMHC
Preeti Joseph, MD
Jess Smith, PharmD, MPH
Pat Lehmkuhl, MSN, BSN, RN, CIC
Mike Fidgeon
Lynn “Tut” Fuller, MD

DUBUQUE COUNTY BOARD OF HEALTH

August 21, 2024, at 4:30pm

**Dubuque County West Campus Conference
Room.**

1225 Seippel Rd. Dubuque, IA

MEETING MINUTES

Chairperson Larson called the August 21, 2024, Dubuque County Board of Health regularly scheduled meeting to order at 4:32 p.m., in person.

Members Present in Person: Sandra Larson, Amy Crow Sunleaf, Jess Smith, Mike Fidgeon, Lynn “Tut” Fuller

Members Absent: Pat Lehmkuhl, Preeti Joseph

Staff Present: Allie White, Carissa Brown, Bailey Avenarius

Others Present: Stacey Killian, Kevin Dragotto, Carla Kasal, Diane Pape Freiburger, Maia Bond, Kerry Azbell

- 1. Roll Call** – A quorum was established.
- 2. Approval of Agenda** - White requested to add action item to meeting agenda regarding variance request for 19395 Sacred Heart Ln Bernard, IA. Motion by Larson to amend the August 21, 2024, agenda to include variance request; seconded by Fidgeon. The motion carried unanimously.
- 3. Public Comments – Agenda Items** - Diane Pape Freiburger asked if Eric Schmechel had been consulted regarding action item relating to leaking underground storage tank setbacks and how the proposed changes may benefit petroleum sites and affect underground water sources.
- 4. Approval of Minutes** – Motioned by Crow Sunleaf to approve the June 12, 2024, regularly scheduled Board of Health meeting minutes; seconded by Smith. The motion carried unanimously.
- 5. Chairperson Announcements & Updates** – Larson thanked Crow Sunleaf for sharing the Rural Community Action Guide relating to opioid crisis. Larson acknowledged how new COVID 19 variant might affect summer travel plans – specifically related to masking and the expected release of a new booster vaccine. Larson recommended public education regarding masks, vaccines, and increasing COVID 19 activity and awaited a COVID 19

update from White during the meeting.

6. BOS/BOH Liaison Comments – Supervisor McDonough was absent.

7. Presentations & Reports

- a. VNA Monthly Report – Killian shared updates regarding the Dubuque VNA.
- b. Dubuque County Public Health Report – White shared updates regarding the Dubuque County Public Health Department.
- c. Opioid Settlement Funds Report – Brown shared updates regarding planning for the use of opioid settlement funds.

8. Consent Items - Larson motioned to approve the consent items comprised of FY25 SA6 Emergency Preparedness Coalition Partner Acknowledgement and Intent to Comply form, FY25 Subaward Agreements between DCPH and VNA for grant funds related to Immunization Services, Tobacco Use Prevention Control & Community Partnership, and Care for Yourself – Breast & Cervical Cancer Screening Program; seconded by Crow Sunleaf. The motion carried unanimously without discussion.

9. Action Items –

- a. Variance request for 19395 Sacred Heart Ln Bernard, IA - The home was built in 2013, and an addition was built in 2020 after securing a building permit from Dubuque County. The health department signed off on the permit, though no record of a variance request was found for the 2020 addition. A Time of transfer inspection completed July 12, 2024, indicated that the system was not functioning as designed. The homeowner is working with a contractor to remedy all findings but requests an 8ft variance from the existing septic tank to the dwelling. The homeowner suggests that the measures necessary to move the tank may cause the very risk factors that are attempted to be mitigated by the required construction setbacks. Crow Sunleaf motioned to approve the variance request. Motion was seconded. The motion passed with 3 ayes, 1 nay, 1 abstention.
- b. Opioid Settlement Use of Funds Request – Brown requested that Board of Health recommend a formal ask to the Board of Supervisors to use \$28,500 to support free naloxone distribution throughout various locations in Dubuque County – including two temperature controlled Naloxone Distribution Machines, which would be placed .Naloxone, six smaller boxes that would be placed inside multiple buildings throughout the County, and funds necessary to stock the boxes. Crow Sunleaf motioned to approve the request; seconded by Larson. The motion carried unanimously without discussion.
- c. Conflict of Interest Disclosure Forms – Dubuque County requires all County elected officials, employees and county appointed board or commission members to conduct business in a manner that does not present an actual or potential conflict of interest and will sign an annual conflict of interest disclosure form. Larson, Smith, Crow Sunleaf, Fidgeon, and Fuller signed and submitted their forms to White.
- d. Chapter 33 – Nonpublic Water Well Construction Ordinance of Dubuque County – LUST setbacks – White requested that the Board consider a request from Todd Felderman of Senaca Companies to amend Chapter 33 to not allow new drinking water wells to be installed within 500ft of a LUST sites. Motioned by Crow Sunleaf to not act on this item; seconded by Larson noting that she'd like to see it on another agenda soon.

10. Response to Public Questions – None.

11. Unfinished Business – None.

12. New Business – None.

13. Board Communication & Reports – None.

14. Next Meeting – September 18, 2024 @ 4:30 p.m.

15. Public Comment – Items Not on the Agenda – Diane Pape Freiburger stated that she had emailed White and Killian requesting information about COVID 19 vaccinations and rising cases in Dubuque; states she did not receive a response from either. Diane Pape Freiburger inquired about how an action item can be amended into an agenda with the public knowing in advance – states it is a difference in opinion between her, Auditor Dragotto, and probably the State. Diane Pape Freiburger stated that while she was on the Board of Health, a variance request for 19395 Sacred Heart Ln was not brought before the Board and that they never would have approved a two-foot variance and that they were working 18-hour days during COVID.

16. Work Session – Kiane Smith, Registered Dental Hygienist and I-Smile Coordinator with VNA presented about the work she is doing with dental hygiene for Dubuque County residents.

17. Adjournment – Larson adjourned the meeting at 6:38 p.m.

Minutes approved as corrected.

Minutes by: Allie White