

Dubuque County Board of Health Meeting Minutes
March 22, 2023

Chairperson, Sandra Larson called the March 22, 2023, Dubuque County Board of Health regular meeting to order at 4:30 PM, via in-person and zoom.

Members Present in Person: Sandra Larson, Adam Hoffman, Amy Crow Sunleaf, Pat Lehmkuhl, and Mike Fidgeon.

Members Present via Zoom: Hendrik Schultz (Towards the end of the meeting)

Members Absent: Jess Smith

Others Present: Allie White, Laura McCarthy-Kohn, Bailey Avenarius, Stacey Killian, Ann McDonough, Tyler Duerksen and Janea Schmitt.

1. **Roll Call** – A quorum was established.
2. **Public Comments**
None
3. **Chairperson Announcements**
 - a. Sandra Larson shared that the Health Department received proposals from eight companies interested in developing a strategic plan for the health department. The Strategic Planning Committee selected four of the eight companies and will begin to hear their presentations virtually, on Friday, March 24th.
 - b. Sandra Larson showed a copy of the first edition of the “Community Health Connection” newsletter, that was created by Allie White; this will be a quarterly publication.
 - c. Sandra Larson asked that folks contact their Legislators to let them know that the HPV vaccine is cancer prevention. A law that will prevent schools from discussing HPV, is currently in front of our Legislators.
 - d. Sandra Larson announced that the Assistant Health Director, Laura McCarthy-Kohn has resigned, effective April 14, 2023. A committee, which includes Allie White, Pat Lehmkuhl and Amy Crow Sunleaf, has been formed to review the current job description for this position.
4. **BOS/BOH Liaison Comments**
 - a. Supervisor McDonough shared that she received an email invitation, from Representative Isenhardt, to attend the Listening Session on Public Health on Saturday, March 25, 2023, though she’s unable to attend. Allie White and all members of the Board of Health received the invitation and Mike Fidgeon is planning to attend.
5. **Approval of the Board of Health Meeting Agenda**

Mike Fidgeon made a motion to approve the agenda for March 22, 2023; Adam Hoffman seconded the motion, and with 5 Ayes and 0 Nays, the motion was passed.
6. **Approval of Board of Health Meeting Minutes**
 - a. **Minutes for February 15, 2022**

Amy Crow Sunleaf made a motion to approve the minutes; Adam Hoffman seconded the motion, and with 5 Ayes and 0 Nays, the motion was passed.

7. Presentation & Reports

a. County Health Department Report: Laura McCarthy-Kohn shared that Bailey Avenarius has already completed all the septic pump truck inspections for this year.

Laura McCarthy-Kohn provided an update on Sandra Larson's request, from last month's meeting, to find out if PFAS water testing can be included with the Grants-to-County testing that the department currently does. Information on the cost per test, the process for collecting and mailing the samples and the additional supplies, time and labor involved for each test, was shared.

Laura McCarthy-Kohn shared that she, the Environmental Specialist, Bailey Avenarius and Executive Director, Allie White, met with Eric Schmechel and John Wiley, with the Water and Soil Department and are working together to put together a public database that will combine the results of tests done by each of the departments.

Allie White provided an update on the various changes at the Local, State and Federal level, as they relate to COVID-19.

Allie White shared that the After-Action Report is near completion, and she expects to be able to present the report to the Board of Health during April's meeting.

Allie White shared an update on the Community Health Assessment (CHA) survey, which is open until April 7, 2023.

Allie White shared highlights from her trip to Des Moines for the "Public Health Day on the Hill."

Allie White gave the Board an update on her connection with the Food Policy Council.

b. VNA Monthly Report: Stacey Killian gave an overview of the services provided by VNA, to Citizens outside of the city limits of Dubuque, during the past month.

Stacey Killian provided an update on the VNA's staffing issues, to include new staff members, positions filled and positions still vacant.

Stacey Killian's COVID-19 update; Dubuque County is at a low community level.

8. Action Items

a. Variance Request: Bailey Avenarius presented the Board with information regarding a variance request for Tyler Duerksen, who resides at 13435 Graf Rd., Durango, IA. Mr. Duerksen was present to answer questions from the Board.

Adam Hoffman made a motion to grant the variance request; Mike Fidgeon seconded the motion and with 5 Ayes and 0 Nays, the request was granted.

b. Revisions to the Board of Health's Governing Bylaws: The Board reviewed and discussed each of the following recommended corrections.

1. Correct grammatical and typographical errors as indicated throughout.
2. Article II, Number 3: Change "to" to "shall" and do not reword the second sentence.

8. Action Items Continued.

3. Article III, Membership, Section 1: Sandra Larson shared that per Becky Nowachek, with the State Health and Human Services Department, it's no longer a state requirement to have a Physician on the Board. Sandra Larson read the State Code: "At least one member shall be licensed as a Physician's Assistant, under Chapter 148 C, an advanced R.N. Practitioner, under Chapter 152 or an advanced practice R.N. The Board discussed the benefits of having other options, in the event they're unable to recruit a Physician.

4. Article IV, Orientation, Section 2: Reword? The Board agreed that new members will receive a packet of training materials/information and will continue to be trained by Becky Nowachek.

5. Article V, Officers, Section 2: Reword? The Board agreed to add the following verbiage: "In the P.I.O.'s (Public Information Officer; Executive Director, Allie White) absence, the Chair may speak to the public on behalf of the Board, when so directed by the Board of Health."

6. Article VI, Meetings, Section 4: To determine if virtual attendance counts towards a vote. It is the consensus of the Board that in the absence of a quorum, Board members may vote virtually, to include via Zoom or by telephone.

Sandra Larson made the motion to approve the discussed changes to the Board of Health's Governing Bylaws; Amy Crow Sunleaf seconded the motion and with 5 Ayes and 0 Nays, the motion was passed.

9. Response to Public Questions – None.

10. Unfinished Business

a. Enforcement Procedure: Sandra Larson shared that the Board still has not received copies of procedures from other Counties, as requested and that the Board will continue to work on this. Supervisor McDonough shared that the County Attorney withdrew from the budget, his request for an additional Attorney; due to budget cuts.

b. Mercy One's Mobile Unit: Stacey Killian shared that she and Allie White met with Michelle Arensdorf, a Mercy One representative to discuss a partnership with local health events. They plan to have the mobile unit at the Dubuque County Fair and at the "Back to School Bash" for health and wellness checks, as well as sports physicals. Other community health partners have been invited to participate.

11. New Business – None.

12. Board Communication & Reports

a. Amy Crow Sunleaf shared that she was invited to participate to the VNA's Maternal Health Advisory Committee; she found it to be very informative.

Amy Crow Sunleaf shared that the Dubuque Area Substance Abuse Coalition is coordinating a park cleanup day – she'll receive more details in April.

b. Mike Fidgeon, CEO of Hillcrest Family Services, gave a brief introduction to Janea Schmitt, the Executive Director of Hillcrest's "A New Day Walk-In Crisis Clinic."

13. Next Scheduled Meeting is April 19, 2023, at 4:30 P.M.

14. Public Comments (NOTE: Hendrik Schultz is present, via Zoom)

a. Janea Schmitt introduced herself and provided the Board with an overview of what "A New Day Walk-In Crisis Clinic" is about and the services provided. (NOTE: Sandra Larson had to leave; Vice Chair, Amy Crow Sunleaf took over) Janea invited the Board members to visit the Clinic.

- 15. Adjournment:** Amy Crow Sunleaf said, “I will entertain the motion for adjournment and it doesn’t need to be seconded because we are a public entity.”

Pat Lehmkuhl made the motion to adjourn the meeting. Amy Crow Sunleaf adjourned the meeting (There was no vote) at 5:34 P.M.