



Public Health
Prevent. Promote. Protect.

Dubuque County
Public Health Department

Board of Health

Sandra Larson, JD, BSN
Amy Crow Sunleaf, MA, NCC, LMHC
Hendrik Schultz, MD, FACP, FHM, FIDSA
Jess Smith, PharmD, MPH
Pat Lehmkuhl,
Mike Fidgeon
Adam Hoffman, PhD

DUBUQUE COUNTY BOARD OF HEALTH

METING MINUTES

July 19, 2023, 4:30pm

Chairperson, Sandra Larson called the July 19, 2023, Dubuque County Board of Health regularly scheduled meeting to order at 4:30 pm, via in person and zoom.

Members Present in Person: Sandra Larson, Amy Crow Sunleaf, Patricia Lehmkuhl, Adam Hoffmann

Members Present via Zoom: Hendrik Schultz, Mike Fidgeon

Members Absent: Jess Smith

Others Present: Ann McDonough, Allie White, Bailey Avenarius, Tina Daubenberger, Stacey Killian, Kevin Dragotto

1. Roll Call - A quorum was established.

2. Public Comments

None

3. Chairperson Announcements

- a. Sandra Larson congratulated Executive Health Director Allie White on receiving Turpin Dodge Nurse of the Week.
- b. Sandra thanked all of the board members who have put in extra time to work on special projects.

4. BOS/BOH Liaison Comments

- a. Ann McDonough reiterated that she appreciates all of the extra work the board of health has been doing on the opioid subcommittee level. Ann mentioned that she also attended a few of the opioid meetings.
- b. Congratulated Executive Health Director Allie White on receiving Turpin Dodge Nurse of the Week and recognizing her for the outstanding work she is doing.

- c. Commented on the 988 decals for the Dubuque County vehicles and would like to get an update on how that is going. Ann mentioned she visited with some of her collages from other counties about whether the region should be handling this or paying for it. Congratulated Executive Health Director Allie White and the Board of Health members for the 988 decals.
- d. Ann McDonough mentioned that she is following the back-and-forth correspondence with the County Attorney in regard to legal advice and enforcement. Ann stated she would like to be helpful in any way possible, and that legal council to get questions answered is important. Having this would help the Dubuque County Public Health Department feel confident.

5. Approval of the Board of Health Meeting Agenda

- a. Sandra Larson made a request to modify the July 19, 2023, board of health agenda under #8 Action Items, to change the order in which items will be considered. Sandra Larson made the motion to modify and approve the agenda for July 19, 2023, to reflect the changes to #8 action items. Hendrick Schultz seconded the motion, motion passed unanimously.

6. Approval of the Board of Health Meeting Minutes

- a. Pat Lehmkuhl motioned to approve the minutes for June 21, 2023; Hendrik Schultz seconded the motion, motion passed unanimously.

7. Presentations & Reports

a. County Health Department Report

- i. Executive Health Director Allie White thanked the Board of Health for going above and beyond, and for all of the hard work and time they have been putting in, along with their support on a personal and professional level.
- ii. Proposed Logo & Name Update – Shared the new proposed Dubuque County Public Health Department name and logo. Allie explained that this new logo will raise awareness and the value of governmental public health and reassure the people in the community that their health department is working to protect their health and wellbeing.
- iii. Completed Tasks - Allie participated in the Immigration Forum presented by the Community Foundation of Greater Dubuque on June 27, 2023. She explained that there were lots of great resources and information shared on how to support individuals who were not born and raised in our community.
- iv. The CDC National Health and Nutrition Examination Survey completed their examinations in the Dubuque area on July 3, 2023. Allie explained that the results

are pending, and she has requested data through them that is specific to the testing that was done, along with how many individuals were invited to participate and how many of them participated in the survey.

- v. The Public Health Preparedness - Covid-19 After Action Report & corresponding improvement plan were facilitated by Emergency Preparedness Consulting, LLC. and are now complete.
- vi. Allie attended the Iowa Health & Human Services alignment Town Hall in Waverly, Iowa on July 11, 2023. Iowa Health & Human Services is exploring ways to make services more efficient to Iowans. The next phase will be to gather information via survey, Allie has not received the survey yet, but when she does, she will forward it on to the board of health.

b. Current and Ongoing Projects:

- i. Strategic planning is still underway, and currently in phase 2 of 4. Allie explained that the planners are performing virtual individual interviews. Invitations to interview were sent to individuals that were present at the kickoff meeting as well as other representatives in the community, including brain health, equity, youth, environmental health, food insecurity, long term care facilities, the rural health care providers, federally supported health care facilities, and elected officials.
- ii. Community Health Assessment Updates – Community Health Assessment DRAFT #1 is not complete but is in process. The next phase of the process will include engaging community members, and creating focus groups around the three top priority needs that have been identified as follows:
 - 1. Brain health and substance misuse,
 - 2. Access to dental care and
 - 3. Physical activity, nutrition, and obesity.The steering committee will be reaching out to community members specific to those areas that were mentioned.
- iii. The Opioid Settlement Fund Committee met on July 18, 2023. It was mentioned at the meeting that it would be helpful to have access on the Dubuque County Health Department website for opioid data and resources. Allie is going to continue to update the webpage to reflect this information.
- iv. Allie shared with the board of health members that she is in the process of defining a role and recruitment of a new Health Department employee, and worked with the local public health consultants in finding a title for the job that would fit best.
- v. Continue to coordinate with the VNA and in the process of updating the branding for community engagements.

c. Future Plans:

- i.** Allie plans to resume the Friday Town Hall Meetings, where members of the community can gather together and express their concerns.
- ii.** Recent air quality concerns prompted public health intervention, and many people are interested in receiving N95 masks. Allie recommended that the N95 masks be distributed to the City Clerks so that residents would not have to travel so far to receive them, they can just go to their local city hall to obtain supplies.
- iii.** Allie has scheduled a site visit to Crescent Community Health Center on August 3, 2023.
- iv.** The AED devices, that are used temporarily for someone that would go into cardiac arrest are stationed around the County buildings. The devices only work if they are serviced regularly, it was mentioned that the ones in the county building will need to be serviced so that they work properly in case of an emergency. Allie is working with other department heads to get a plan in place to have the AED devices serviced.

d. Covid-19 After Action Report:

- i.** Emergency preparedness Consulting LLC. is an Iowa firm that was hired to complete the assessment as a third party following the pandemic. The after-action report address's the timeframe of the first diagnose of Covid in the United States, and it concluded on November 1, 2022. Allie explained that the purpose of an After-Action Report is to identify strengths and weaknesses of an entity's response to a pandemic. The report was shared with the Board of Health members.

e. VNA Monthly Report

- ii.** Stacy Killian gave the Board of Health an update on the Health & Human Services Alignment, & their Maternal Health Program.
- iii.** The VNA is getting an e medical record (epic) and they will be going live August 14, 2023.
- iv.** Stacy Killian explained to the Board of Health that the VNA is still continuing their programs, and most of the grants ended June 30, 2023, and restarted on July 1, 2023.

8. Action Items

a. Septic Variance Request- 8676 Kane Rd. Dubuque, IA :

Ron Coates owner of the property adjacent to 8676 Kane Road. was present in person to represent and speak on the variance request. Ron's son is purchasing 8676 Kane Road. from a member of his family and requesting that the Board of Health grant a 10 ft. variance from the proposed septic tank to the property line and the proposed secondary treatment to the property line. Ron explains that this farm and lot has been in his family's name for 137 years and he has no problem with the septic system being on his property line. Bailey Avenarius, Environmental Specialist with the Dubuque County Health Department explained the current existing septic system on the property now is not up to code and is leaching into the county ditch. In order for the septic system to be brought up to code, Bailey recommends that the Board of Health grant the variance for 8676 Kane Rd. so that the septic system can be replaced with a new soil absorption system and meet Iowa Code. Amy Crow Sunleaf made the motion to grant the septic variance for 8676 Kane Road; Hendrick Schultz seconded the motion, motion passed unanimously.

b. Add 988 decals to all Dubuque County Vehicles:

Amy Crow Sunleaf made the motion to add 988 decals to all Dubuque County Vehicles; Patricia Lehmkuhl seconded the motion, with Amy Crow Sunleaf making the modification to the motion that the Board of Health speak to Mae Hingtgen about what the direction of the Regional Health Board and Disabilities Board is doing to help pay for the 988 decals, if the Board of Health Does not hear back from the Region within 45 days than they will take this to the Board of Supervisors. Motion passed unanimously.

c. Public Health Department- Replacement Staff Position:

Allie White shared the replacement staff job description with the Board of Health members. She explained that the needs of the department are changing from week to week. Allie worked with the Regional Public Health Consultant to determine physical demands and a title that would fit best with the job duties, the proposed job title is Public Health Assistant. The Board of Health members discussed the job requirements that would make an individual eligible, it was mentioned that the job description would include BA preferred or AA with public health experience. Hendrick Schultz recommended that the name be changed to Public Health Generalist because of the broad scope of public health and environmental health job duties. Hendrick Schultz made the motion to approve hiring a replacement employee pending job title review; motion seconded. Motion passed unanimously.

d. VNA Contract Addendum:

Stacy Killian gave the Board of Health a summary of the VNA contract Addendum.

e. Dubuque County Public Health Department Logo Revision:

The Board of Health discussed the Public Health Department name and logo. Hendrick Schultz made the motion to adopt the proposed updated logo revision; Adam Hoffman seconded the motion. Motion passed unanimously.

f. Board of Health Opioid Subcommittee Recommendations:

Sandra Larson stated that she attended the Opioid Subcommittee meeting on July 18, 2023, along with other Board of Health members. The Opioid Subcommittee came up with four recommendations for the Board of Health to consider. These recommendations include, procuring funds for a project manager to assist with the opioid settlement, mapping and or needs assessment, to utilize the opioid resource network, and to decrease barriers to Narcan access. The Board of Health discussed the recommendations that were made. Hendrick Schultz made the motion to make a proposal to hire a staff person for Dubuque County Public Health that will be in charge of the opioid settlement funds response; Mike Fidgeon seconded the motion. Motion passed unanimously.

9. Responses to Public Questions:

Request made by Apple River Well & Pump to conduct onsite Nitrate testing through the Dubuque County Health Department Lab #016, verses sending the nitrate tests down to the State Hygienic lab in Coralville. Allie explained that the Dubuque County Health Department will need some time to do a cost benefit analysis to determine if this would benefit the department.

10. Unfinished Business:

a. Letter to County Attorney: County Attorneys response attached.

b. Enforcement Procedure Updates:

No update at this time. Sandra Larson stated that in the future the BOH could request that the County Attorney hire outside counsel for the BOH.

11. New Business: None

12. Board Communications and Report

a. Amy shared about the Dubuque County Wellness Coalition Social that she attended.

- b. Amy shared about the maternal health meeting that she attended.
- c. Amy shared that I-JAG reached out to Vickie at the VNA and want to help staff the VNA booth at the Dubuque County Fair.

13. Next Scheduled Meeting is August 16, 2023, at 4:30pm

14. Public Comments

- a. Diane Pape Freiburger spoke to a comment that was made regarding the Covid After-Action Report, that there was no one from the Board of Health that was the lead spokesperson for the Covid Response. Diane stated that when the BOH spoke, they were told that the Incident Management Team was going to handle it. Diane recommended that going forward there should be someone from the Board of Health who has a voice in the Incident Management Team if there is another pandemic.
- b. Ann McDonough shared her gratitude towards Diane Pape Freiburger, stating she “spoke so hard for so long” and was advocating for public health, and was an amazing advocate.

15. Adjournment

Hendrick Schultz motioned to adjourn; no second motion needed, and with 6 Ayes and 0 Nays, the motion passed. The meeting was adjourned at 6:30 p.m.

Minutes by: Bailey Avenarius