



Board of Health

Sandra Larson, JD, BSN
Preeti Joseph, MD
Jess Smith, PharmD, MPH
Mitchell Edwards, MD
Mike Fidgeon
Lynn “Tut” Fuller, MD
Kathryn J. Dolter, RN, PhD,
Lieutenant Colonel, U. S. Army (Retired)

DUBUQUE COUNTY BOARD OF HEALTH

Meeting Minutes – June 18, 2025 | 4:30 p.m.

Dubuque County West Campus Conference Room, 1225 Seippel Rd. Dubuque, IA & via Zoom

Call to Order: Chair Larson called the meeting to order at 4:30 p.m. (in person & Zoom).

Roll Call:

Board Members (In Person):

- Sandra Larson, Chair
- Kathryn Dolter
- Preeti Joseph (at 4:33 p.m.)
- Mike Fidgeon (at 4:35 p.m.)

Board Members (Virtual):

- Jess Smith (at 4:42 p.m.)

Board Members (Absent):

- Tut Fuller
- Mitchell Edwards

Liaison (Virtual):

- Ann McDonough, Board of Supervisors Liaison

Internal Staff (In Person):

- Allie White
- Bailey Avenarius
- Tina Daubenberger

Contracted Staff (In Person):

- Brittany Hubanks

Guests from County Departments:

- Emma Hilikin, Public Health Student Intern

Members of the Public (In Person):

- Diane Pape Freiburger
- Jay Schmitt
- Jennifer & Tim Noel
- Steve & Nicole Davis
- Robb Harter

- Jim & Susie Schlichte
- Ken Buesing

Quorum Established: at 4:35 p.m.

Public Comment: None

Chairperson Announcements & Updates: None

BOS/BOH Liaison Comments: Liaison McDonough thanked BOH members for their dedication. Informed the board of a public hearing on July 7 at 9 AM at the Courthouse regarding a CAFO's request to increase animal numbers. The operation was previously fined for manure mismanagement. This is the first time BOS is holding an optional public hearing of this nature. Encouraged staff and public to be informed, attend, and provide input. BOS will be asked to recommend to the DNR whether to approve the application.

Approval of June 18, 2025, Agenda: Motion by Dolter to modify order of agenda by moving Action Items to immediately follow the approval of the minutes, seconded by Joseph; approved unanimously.

Approval of May 21, 2025, Minutes: Motion by Dolter, seconded by Fidgeon; approved unanimously.

Action Items:

a. Petition for Waiver 28726 Olde Castle Rd. Dyersville, IA 52040

James and Susan Schlichte, of 28726 Olde Castle Rd., request a one-time waiver to proceed with septic system replacement due to site constraints, including underground utility easements and a 30-ft setback from their well. The system meets state code specifications, has received conditional approval from relevant authorities, and the homeowners have agreed to annual well water testing. The Environmental Specialist recommends Board approval of the waiver, with documentation to be recorded for accountability. Motion by Dolter to approve the waiver request, seconded by Fidgeon; approved unanimously.

b. Petition for Waiver 17637 River Vista Dr. Dubuque, IA 52002

Tim and Jennifer Noel, of 17637 River Vista Dr., request a one-time waiver to proceed with replacing their failing septic system, which requires four setback variances due to site limitations. The system complies with state code, includes neighbor approval for reduced well distance, and the homeowners have committed to annual well water testing. The Environmental Specialist recommends Board approval, with all agreements to be formally recorded to ensure transparency and public health protection. Larson requested that the neighbor of Tim and Jennifer Noel (**address Flemming**) easing the required setback agree to annual water testing to provide public health protection. Motion by Smith to approve the waiver request subject to the neighbor agreeing to annual well water testing, seconded by Fidgeon; approved unanimously.

c. Petition for Waiver 17702 Timber View Ct. Dubuque, IA 52002

Steve and Nicole Davis, of 17702 Timber View Ct., request a one-time waiver to replace their failing septic system, allowing the proposed sand filter to be located 50 ft. from their private well—less than the 100-ft. standard setback. The system meets state code requirements, and the homeowners have agreed to annual well water testing. The Environmental Specialist recommends Board approval, with all agreements to be recorded for transparency and ongoing public health protection. Motion by Dolter to approve the waiver request, seconded by Joseph; approved unanimously.

Presentations & Reports

a. VNA Report (Brittany Hubanks):

Finance Update: Immunizations and LPHS grants fully expended; both renew July 1. Dubuque County Deficit Funding may be higher for June.

Tobacco Prevention: VNA awarded FY26 TUPC contract directly, previously subcontracted through Dubuque Co BOH—part of statewide behavioral health realignment.

Community Partnerships: VNA collaborating with Community Foundation of Greater Dubuque on care navigation for non-English speakers; next meeting June 20 at VNA—open to all.

Outreach: Participated in community Pride event; received 5 self-referrals. Will host a table at Dubuque County Fair and co-sponsor a lactation space with UnityPoint.

WIC Program: Partnered with Iowa Dept. of Ag to distribute 600 sets of \$30 Farmers Market Bucks to WIC families across 8 counties, including Dubuque.

Nutrition Update: New federal food rule effective Oct. 2025 will expand WIC food options to include cultural and dietary-restricted foods.

Lactation Support: Partnering with CoEffective (State of Iowa) to fund 6 new lactation consultants—currently seeking applicants.

Public Health Update: In response to Dr. Dolter’s question, discussed measles cases in Iowa and related vaccination recommendations.

b. DCPH Report (Director White):

Measles Update: No measles cases in Dubuque County in at least 30 years. Iowa HHS has launched a regional measles case dashboard, updated weekly.

Water & Septic: Completed 50 additional water tests. Ongoing efforts to update local ordinances related to private septic and well oversight, compliance, and enforcement.

Animal Control: Presented stray animal contract to BOS in June; FY26 contract negotiations ongoing.

Opioid Remediation: MAT RFP and general funding applications are now open and approaching their deadline. Committee will review applications. Liaison McDonough advised that the subcommittee reviewing these applications must be a public body and have a quorum in accordance with open meetings requirements. Chair Larson reminded that all BOH members are invited to participate in the subcommittee meetings.

TB Screening: Screened 30 individuals for tuberculosis at Marshallese Constitution Day event.

Emergency Planning: Continued collaboration with SA6 on updating the Public Health Emergency Response Plan; met in person at Buchanan Co. Public Health.

Staffing: Interviews held for Public Health Coordinator; Environmental Specialist position recently posted.

Public Communication: Developing standardized social media protocol to improve public outreach.

Recommendation: Dr. Dolter suggested a self-scheduling option for well water testing.

c. DCPH Quarterly Environmental Report (Bailey Avenarius):

FY25 Activity Summary:

- Issued 109 septic permits
- Reviewed 137 Time of Transfer reports
- Issued 46 well permits
- Sampled 270 wells under the Private Well Grant (PWG)
- Reimbursed homeowners for 9 well pluggings and 22 well shockings to promote safe drinking water

FY26 PWG: Application approved; contract amount is \$45,454

Additional Activities: Conducted inspections on 16 septic tank pumper trucks

Response to Public Questions:

Robb Harter (Time of Transfer Inspector): Shared observations on practices in other counties. Recommended increased public education on septic systems. Expressed concern about contractors conducting their own perc tests due to potential conflict of interest. Suggested granting the Environmental Specialist authority to issue waivers on behalf of the BOH.

Diane Paper Freiburger: Shared that Iowa Immunizes continues to produce co-brandable immunization cards for distribution. Recommended inviting both Iowa Immunizes and the Community Foundation to a future BOH meeting.

Unfinished Business: None

New Business: None

Board Communication and Reports:

Dr. Dolter expressed concerns regarding recent changes to the ACIP panel and potential impacts on national vaccination recommendations. Also raised concerns about Iowa's movement toward "de-countifying" public health services and the removal of licensure requirements for barbers.

Next Meeting: July 16, 2025, at 4:30 p.m.

Adjournment: Motion by Dolter at 5:58 p.m.