



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 – August 20, 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
- Mitchell Edwards
- Mike Fidgeon

Board Members (Virtual):

- Jess Smith
- Preeti Joseph

Board Members (Absent):

- Tut Fuller

Liaison (Virtual):

- Ann McDonough, Board of Supervisors Liaison

Internal Staff (In Person):

- Allie White
- Carissa Brown
- Emma Hilkin

Internal Staff (Virtual):

- Bailey Avenarius

Contracted Staff (In Person):

- Stacey Killian

Guests from County Departments:

- Wayne Kenniker (Board of Supervisors)
- Mary Rose Corrigan (City of Dubuque)

Members of the Public (In Person):

- Diane Pape Freiburger
- Carla Kasal

- Deb Anglin

Quorum Established: at 4:30 p.m.

Public Comment: None

Chairperson Announcements & Updates: Chair Larson is looking for a Vice President to be delegated to fulfill the term till December because the previous Vice President resigned. Fidgeon volunteered and will be elected at the next meeting. Larson mentioned an article about environmental health and wants to show John and Bailey about counties testing for mosquitoes. The other article was about promoting radon kit testing to help with cancer rates.

BOS/BOH Liaison Comments: None

Approval of June 18, 2025, Agenda: Motion by Fidgeon, seconded by Dolter; approved unanimously.

Approval of July 16, 2025, Minutes: Motion by Fidgeon, seconded by Dolter; approved unanimously.

Presentations & Reports

a. VNA Report (Stacey Killian):

Finance Update: It was noted that the monthly financial report was inadvertently not updated in the meeting documents.

Community Partnerships: VNA started a partnership with Vitamin Angels to improve maternal and child nutrition. They are giving out prenatal vitamins to anyone in the child bearing age. The other partnership is with Crecent, Mercy One, and Wellpoint for a Wellness Fair happening in September.

Family Planning Clinic: It is set to open next month, and Kelly McMahon was hired as the mid-level provider.

Immunization Update: 2025-2026 school audits are due October 31st and childcare audits are due January 30th. They are sending information out to the schools to get them done in time. There are walk-ins to get immunizations done the past two weeks to get kids in, so they can start school.

Outreach: Hosted a table at Dubuque County Fair and co-sponsor a lactation space with UnityPoint. They saw 637 kids came to the table, 657 adults, and 284 used the diaper changing and feeding areas.

b. DCPH Report (Director White):

Ordinance Update: Dubuque County Public Health, in partnership with the Zoning Department, Soil and Water Conservation District, GIS Department, and Auditor's Office, is working with MSA Professional Services, Inc. on a comprehensive update of county ordinances related to environmental health and land use. Ordinances on wastewater disposal, well water

abandonment, and well water construction will be revised.

Training: Environmental staff will attend the Comprehensive Private Well Training Course in Boone, IA on 9/30. Lab staff will attend the Annual State Hygienic Laboratory Symposium in Des Moines, IA on 9/25. Brown is exploring educational training opportunities outside of Iowa to broaden our capabilities and response efforts. White will attend the Annual Local Public Health Collaborative in West Des Moines on 9/16. Hilkin will attend the Iowa Disaster Human Resource Council Conference in Des Moines on 9/18, focused on county disaster preparedness.

Emergency Planning: Hilkin attended a training session with Salamander and has begun using it to label, inventory and manage emergency preparedness supplies.

Staffing: John Sewell will be joining the team August 29th

Upcoming Contracts: The inspection and enforcement authority for swimming pool and spa facilities, as well as tattoo establishments, has historically been contracted directly between the Iowa Department of Inspections, Appeals, and Licensing (DIAL) and the City of Dubuque Health Services. A contract with DIAL will be presented for approval at the September meeting, along with a subcontract with the City of Dubuque. The Public Health Emergency Preparedness subcontract between Dubuque County Public Health (DCPH) and the Visiting Nurse Association (VNA) is currently in development and is also expected to be presented for approval at the September Board of Health meeting.

Community Partnership: Brown and Hilkin provided Narcan training and distributed Narcan for the University of Dubuque Resident Life on 8/15.

Wellness Coalition: Hilkin will be leading the Wellness Coalition, and it will be starting next month. It will be the second Thursday every month at 10:30 am.

Recommendation: Dr. Dolter suggested contacting the school nurses at other colleges in Dubuque.

Comments: The Board of Health all agreed the lack of office space is a concern. However, Supervisor McDonough mentioned the recorders have a compacted space with cubicles, and the West Campus was built too small.

c. DCPH Opioid Settlement Funds (Public Health Project Coordinator Carissa Brown)

Brown updated that the Opioid Settlement Funds that were given out are now being used. TruNarc was not originally recommended awards, but the Board of Supervisors reallocated \$30,000 in support of TruNarc from the total funds. Going forward when presenting all programs should be discussed whether they are approved or disapproved. On September 2nd there will be a Board of Supervisors meeting for the contract with the Dubuque Drug Task Force.

Dolter recommended a partnership with the Wellness Coalition and education in the schools.

Action Items:

- a. **Delegation of Signatory Authority Form** White will have the authority to review and execute any and all grant related documents, contracts, and agreements. It will remain in effect until White is no longer serving as Director or until formally revoked by the Board of Health. Motion by Dolter, seconded by Fidgeon; approved unanimously.
- b. **FY26 Childhood Lead Poisoning Prevention Subrecipient Agreement with the City of**

Dubuque Health Department Motion by Fidgeon, seconded by Edwards; approved unanimously.

- c. **FY26 Care for Yourself BCC Subrecipient Agreement with the Dubuque Visiting Nurse Association** Motion by Fidgeon, seconded by Edwards; approved unanimously.
- d. **FY26 Immunization Services Subrecipient Agreement with the Dubuque Visiting Nurse Association** Motion by Fidgeon, seconded by Edwards; approved unanimously.
- e. **FY26 Local Public Health Services Subrecipient Agreement with the Dubuque Visiting Nurse Association** Motion by Fidgeon, seconded by Edwards; approved unanimously.

Response to Public Questions: None

Unfinished Business: The time will remain at 4:30 pm on the 3rd Wednesday of the month.

New Business: None

Board Communication and Reports: None

Next Meeting: September 17, 2025, at 4:30 p.m.

Public Comment: Diane Pape Freiburger mentioned Iowa Immunizations Coalition has an event September 30th in the evening. She also mentioned that all immunizations should be entered into IRIS and stated that she has communicated with representatives from both major political parties.

Adjournment: Motion by Fidgeon and Edwards at 5:46 p.m.