



Board of Health

Sandra Larson, JD, BSN

Preeti Joseph, MD

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 – November 19, 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

Board Members (Virtual):

- Tut Fuller at 4:45 p.m.
- Preeti Joseph at 5:16 p.m.

Board Members (Absent):

- Mike Fidgeon, Vice Chair

Liaison (Virtual):

- Ann McDonough, Board of Supervisors Liaison left at 4:38 p.m. because of audio issues.

Internal Staff (In Person):

- Allie White
- Bailey Avenarius
- Tina Daubenberger
- John Sewell
- Emma Hilkin
- Carissa Brown

Contracted Staff:

- Mary Rose Corrigan
- Stacey Killian

Members of the Public:

- Diane Pape Freiburger
- Jay Schmitt
- Brad and Stephanie Shannon
- Wayne Kenniker

Quorum Established: at 4:45 p.m.

Public Comment: None

Chairperson Announcements & Updates: None

BOS/BOH Liaison Comments: None

Approval of November 19, 2025, Agenda: Motion by Dolter, seconded by Edwards; approved unanimously.

Approval of October 15, 2025, Minutes: Motion by Dolter, seconded by Edwards; approved unanimously.

Action Item:

a. Request for Waiver- 9935 Ginger Ridge, Dubuque, IA 52001

Brad and Stephanie Shannon, owners of the property at 9935 Ginger Ridge Rd., requested a one-time waiver to retain the existing secondary drain field of their septic system, as limited space on the property prevents installation of a new conventional system that meets current code requirements. The existing system was originally permitted by Dubuque County Public Health in 1992 as a drain field expansion, and while it met standards at that time, it would not meet current requirements. John Sewell recommended approval of a 60-foot setback waiver from the private well to the drain field, a waiver of the percolation test requirement due to the absence of records and the system's continued proper function since 1992, and a waiver for the unequal lengths of the distribution lines consistent with the original permitted design. The homeowners agreed to install a new conforming septic tank, expose the distribution box as part of the system modification, obtain an assessment of the private well by a certified contractor, and conduct annual water testing. Motion by Dolter, seconded by Edwards; approved unanimously.

b. Opioid Settlement Fund Allocation- Request for Proposal for Detox (ASAM3.7)

Dubuque County Public Health requested an allocation of \$12,000 from the Opioid Settlement Fund to support a Request for Proposal (RFP) for medically monitored detoxification services (ASAM 3.7 level of care). The funding would assist uninsured Dubuque County residents seeking voluntary detox services within a 1.5-hour driving distance. Currently, Dubuque County lacks access to ASAM 3.7 detox services outside of hospitalization, and until such services are available locally, it is essential that residents have reliable access to medically managed detoxification regardless of insurance status. Motion by Dolter, seconded by Edwards; approved unanimously.

c. Bylaw Amendment- Board Attendance

Board members are encouraged and expected to attend all regular meetings, special meetings and to participate in Ad Hoc committees. Regular attendance is a fundamental responsibility of serving on the Board. Members shall notify the Board chairperson and the Department director, in advance, if they must miss a meeting. Missing three (3)

consecutive meetings or four (4) meetings during a calendar year may be grounds for the Board to recommend, after a vote of the remaining members, that the Board of Supervisors declare the position vacant. Motion by Dolter, seconded by Edwards; approved unanimously.

Presentations & Reports

a. DCPH Monthly Report- Allie White

Director White reviewed the November reports, highlighting progress related to HHS alignment efforts, the Rural Health Transformation (RHT) Grant, and environmental health operations. Iowa HHS is implementing a Shared Responsibility Model aimed at improving coordination among state, district, and local partners to strengthen support for healthy and resilient communities. Dolter expressed concerns regarding the Board's role, noting that many details of the alignment remain uncertain. Director White also reported that the federal RHT program will invest \$50 billion over five years to strengthen rural health systems, with a focus on prevention, workforce development, sustainability, innovation, and technology, and that awards are expected by December 31, 2025. Additionally, Environmental Specialists John and Bailey have requested an additional \$46,000 in reallocation funds from Iowa HHS, which are anticipated later this year.

b. VNA Monthly Report- Stacey Killian

There was a significant increase in vaccines administered during October due to back-to-school demand and the addition of more clinic offerings. In the same month, 431 dental sealants were placed, and this service will continue throughout the school year. Family Planning services officially went live on November 5th, with Kelly McMahon serving as the provider.

c. City of Dubuque Bi-Annual Report- Mary Rose Corrigan

Director Corrigan provided an update on the City of Dubuque Health Services' ongoing efforts to improve community health. She reported that, in FY25, the department completed 484 food inspections, generated \$149,946.34 in food license revenue, and facilitated the intake of 820 animals at the Dubuque Regional Humane Society. Due to the relatively small number of pools, spas, and tattoo establishments in the county, the City of Dubuque continues to serve as the regulatory entity for these programs, as the volume does not justify the county operating its own program. Director Corrigan also noted that Crescent Community Health Center remains a contracted partner, supporting the City's efforts to advance health equity initiatives.

d. Opioid Settlement Funds Report- Carissa Brown

Brown reported that the Narcan vending machines continue to serve the community effectively. She noted that the smaller three Narcan boxes have not required refilling and may warrant a review of their current locations. She also shared that Iowa HHS has opened an opportunity for organizations to apply for State Opioid Funds and that she is actively encouraging local agencies to submit applications. Brown provided updates from the General Application reports for the first quarter from the four participating agencies—NAMI Dubuque, Area Substance Abuse Council, Operation Empower, and the Drug Task Force. She also shared an update from Hillcrest Family Services regarding progress on the Contingency Management Initiative over the past three months.

Response to Public Questions

Several public questions were submitted by Chuck Eisenhart, Former State Representative. One question addressed the potential impact of the HHS alignment, which Director White had already covered in her report. Another question focused on COVID-19 vaccine availability and accessibility; although the Board briefly discussed establishing a standing order, they ultimately declined and will continue referring individuals to the VNA or their primary care provider. Eisenhart also encouraged the Board to consider sending a letter to the Governor requesting free COVID-19 vaccines, but the Board determined that the time and commitment required would not be feasible. Edwards noted that if COVID-19 vaccines were offered at no cost, the department would gladly provide them, though current community interest remains low. Eisenhart further asked whether the Board would consider partnering with the VNA to offer flu vaccination events in the county, and the Board expressed openness to exploring this option. He also noted that Dubuque County does not appear in the top ten Iowa counties for childhood vaccination rates; White clarified that publicly available data may be incomplete because not all providers enter information into IRIS. Killian will bring the childhood audit data from the past several years for the Board to review at the next meeting.

Unfinished Business Larson called to table unfinished business till next meeting. Motion by Larson, seconded by Edwards; approved unanimously.

New Business None

Board Communication and Reports: None

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

Public Comment:

Diane Pape Freiburger expressed her support for hosting flu shot clinics and emphasized the importance of encouraging all providers to enter vaccination data into IRIS. She also encouraged community members to contact their state legislators to advocate for consistent and accurate vaccine reporting.

Adjournment: Motion by Edwards at 6:48 p.m.