



Board of Health

Sandra Larson, JD, BSN
Preeti Joseph, MD
Mitchell Edwards, MD
Lynn “Tut” Fuller, MD
Jeff Metcalf, MD
Jack Dolehide, DO
Kathy J. Dolter, RN, PhD,
Lieutenant Colonel, U. S. Army (Retired)

DUBUQUE COUNTY BOARD OF HEALTH

Meeting Minutes – January 21, 2026 | 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):

- Kathy Dolter
- Sandra Larson
- Preeti Joseph
- Mitchell Edwards
- Lynn Tut Fuller
- Jeff Metcalf
- Jack Dolehide

Board Members (Virtual):

- None

Board Members (Absent):

- None

Liaison (Virtual):

- Ann McDonough, Board of Supervisors Liaison

Internal Staff:

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

Contracted Staff:

- Stacey Killian

Members of the Public:

- Diane Pape Freiburger
- Ryan Budke

- Carol Uelner
- Harley Pothoff
- Jim and Sue Jungblut

Quorum Established: at 4:30 PM

Public Comment: None

Chairperson Announcements & Updates: Chair Larson announced that this would be her final meeting serving as Chairperson; however, she will continue to serve as a member of the Board of Health. It was also noted that Jeff Metcalf and Jack Dolehide have been appointed to serve on the Board of Health.

BOS/BOH Liaison Comments: Supervisor McDonough stated that, with new Board of Health officers being selected, she encouraged members to remain mindful of the mission of the Public Health Department.

Approval of January 21, 2026, Agenda: Motion by Dolter, seconded by Joseph; approved unanimously.

Approval of December 17, 2025, Minutes: One correction to the minutes was noted and will be made. Motion by Dolter, seconded by Edwards; approved unanimously.

Action Item

a. Request for Waiver- 4608 S Beach Lane, Dubuque, IA 52003

Sewell recommended that the Board of Health approve a one-time waiver to allow the new private well to be constructed with reduced setback distances, including a 27-foot waiver from the septic tank to the well and an 88-foot waiver from the drain field to the well. Additional protective measures to be implemented by the homeowners include pressure grouting the full length of the well casing with bentonite grout material; installing a second 10-inch casing to a depth of 40 feet, also pressure grouted with bentonite grout material; and placing large rocks, boulders, or bollards to protect the wellhead from potential vehicle damage. The Board of Health advised the homeowners to test their water annually, noting that the Public Health Department is developing an internal system to assist with tracking. Motion by Fuller, seconded by Dolter; motion carried unanimously.

Presentations & Reports

a. DCPH Monthly Report - Allie White

Director White gave her full report and is in the packet more in detail, no comments from the BOH about it.

b. VNA Monthly Report - Stacey Killian

Stacey Killian presented her full report, which is included in detail within the meeting packet. White and Killian are working to enhance the report to reflect trends over multiple years. For calendar year 2025, the VNA provided 79,109 visits/services, representing a 9%

increase. Fuller inquired how the VNA is managing the ongoing changes, and Killian responded that while it is challenging, they closely monitor requirements and adjust accordingly.

c. DCPH Quarterly Public Health Coordinator Report -Emma Hilkin

Hilkin presented her full report, which is included in detail in the meeting packet. Fuller requested that a report on radon level results be provided at the next Board of Health meeting.

Action Item

a. Election of Officers for 2026

Dolter and Fuller were nominated as candidates for Chairperson, and Dolehide and Metcalf were nominated as candidates for Vice Chairperson. Following the vote, Dolter was selected to serve as Chairperson and Dolehide was selected to serve as Vice Chairperson.

b. Completion of conflict-of-interest statements by Board members for 2026

Board members should give them back to the Public Health Department when complete.

c. Appointment of Opioid Ad Hoc Committee Members for 2026

Larson, Dolehide, and Dolter will serve on the Opioid Ad Hoc Committee. Metcalf will serve as an alternate member in the event one of the appointed members is unable to attend a meeting.

d. Appointment of Immunization Ad Hoc Committee Members for 2026

The committee will work to develop formal positions on relevant issues as they arise and present them to the Board of Health for consideration. Fuller expressed concern regarding potential liability and requested that the committee further evaluate this matter. Larson recommended that the ad hoc committee be titled the Ad Hoc Board of Health Position Committee. Fuller, Edwards, and Metcalf will serve on the committee.

e. Designation of signatory authority authorizing the Public Health Director to execute contracts and applications on behalf of the Board of Health for 2026

This is signed every at the beginning of every calendar year. Motion by Larson, seconded by Joseph; approved unanimously.

Response to Public Questions

Chuck Isenhardt asked whether the Board of Health has examined the potential public health impacts in Dubuque County related to changes to Medicaid and the expiration of Affordable Care Act supports. He also inquired whether the Board has communicated any anticipated impacts to the Board of Supervisors for consideration of a formal position and communication with Iowa's Congressional delegation, and whether the Board of Health itself has taken a position on these matters. Larson responded that the Board has not taken a position and has not communicated on the issue. She noted that the Ad Hoc Board of Health Position Committee could review the matter if it chooses to do so. Isenhardt also asked whether the Board of Health has ever requested to be included in the County's Byrne Justice Assistance Grant application. Larson stated she was not familiar with the grant and asked White to look into the matter further. Supervisor McDonough noted that the grant is administered through the Sheriff's Department and was recently approved.

Unfinished Business**Update concerning amendments to Ordinance Chapters 32, 33, and 34 to adopt a new section addressing enforcement duties, responsibilities, and procedures**

White reported that she consulted with MSA, which is assisting with the Unified Development Code, and that draft enforcement language has been developed. Additional information will continue to be provided.

New Business

Joseph suggested changing the start time of the Board of Health meetings to 5:00 p.m. to allow for adequate travel time and avoid the need to rush. A motion regarding the proposed change in meeting time will be considered at the next meeting.

Board Communication and Reports: None

Next Meeting: February 18, 2026 at 4:30 p.m.

Public Comment:

Supervisor McDonough informed the Board of Health that certain acute services for Juvenile Detention Centers are diminishing across Iowa. She noted that the Administrative Services Organization (ASO) and Medicaid are not authorizing individuals to enter into those programs, resulting in providers experiencing significant financial strain.

Adjournment: Motion by Fuller at 6:22 p.m

Work Session - IDNR @ 1715 Moved to next Board of Health meeting.

January Board of Health Meeting Attendance				
Name	Time In	Time Out	In person or Zoom	If absent, was notice provided
Sandra Larson	4:15 PM	6:22 PM	In person	
Lynn "Tut" Fuller	4:30 PM	6:22 PM	In person	
Preeti Joseph	4:45 PM	6:22 PM	In person	
Mitchell Edwards	4:27 PM	6:22 PM	In person	
Kathy Dolter	4:00 PM	6:22 PM	In person	
Jack Dolehide	4:25 PM	6:22 PM	In person	
Jeff Metcalf	4:15 PM	6:22 PM	In person	