

**FINAL MINUTES**  
**JACKSON COUNTY BOARD OF HEALTH**

7:00 p.m.

Tuesday, November 19, 2024

Community Room, Jackson County Courthouse  
201 W Platt Street, Maquoketa, Iowa

**Board Members Present:** Dr. Khristian Becker, Sara Davenport, Nin Flagel, Doug Latham, and Dr. Gerald Bybee

**Board Members Absent:**

**Staff Member Present:** Elizabeth Townsend Jackson County Health Department, Becca Pflughaupt Administrative Assistant

**CALL TO ORDER AND ROLL CALL:** The meeting was called to order by Chair Becker at 7:10 p.m. Roll call was taken, and a quorum was established. A sign-in sheet was distributed. A Zoom meeting was launched. There was 1 person attending via Zoom. Those in attendance were:

- Sarah Wright (via Zoom)
- Jenn Kutsch
- Alice Daurelle
- Ron Boesch
- Julie Furne
- Michelle Cullen
- Jen Warren

**MINUTES:** Approval of meeting minutes from September 17, 2024. Motion by Bybee, seconded by Flagel. Motion passed unanimously.

**CITIZEN'S COMMENTS:** Jenn Kutsch & Dr. Ron Boesch presented information regarding the health and safety of Industrial Wind Turbines.

**AGENCY REPORTS:**

ASAC - Julia Furne

Furne presented an update about all ASAC has been doing in the community. Furne reported regarding alcohol compliance checks, responsible beverage server trainings and medication take back. Furne told of area school students and programs they've been involved in.

Community Health – Jen Warren, RN

Warren and Michelle Cullen were present to give their public health services update. They presented information about upcoming meetings, classes and programs to be offered: Local Emergency Preparedness Committee (LEPPC): Next meeting is January 16, 2025, 8-10 am in JCRHC basement conference room. Setting up Stop the Bleed (STB) classes specifically for schools and bus drivers. FEMA classes will be offered in Jackson County, starting with the Senior Officials workshop on May 20, 2025. Emergency Preparedness tabletop exercise planning is underway for March 4, 2025.

ASAC-Tobacco Prevention- Sarah Wright

Wright presented on the tobacco partnership update and a thank you from EVES for her presentation for Red Ribbon Week. She reported that Easton Valley has formed an ISTEP chapter

Environmental Health – Elizabeth Townsend

Townsend gave an update regarding the Private Well Grant, National Radon Action Month, the success of the first animal bite report through the new County website and ordinances that are in progress.

**NEW BUSINESS:**

- a. Discussion and possible action to extend the required deadline to March 1, 2026, for Required Training for all current and future Jackson County Registered Onsite Wastewater Installers to receive Continued Education through DMACC class: Iowa Code Chapter 69 Part 1, and Iowa Code Chapter 69 Part 2.

Motion by Flagel, seconded by Latham, to approve the extension of the required deadline to March 1, 2026. Motion passed unanimously.

- b. Discussion and possible action to approve a \$40.00 water testing kit fee for bacteria/nitrate testing completed by the County Health Department that is not covered by the Private Well Grant.

Motion by Flagel, seconded by Davenport, to approve the \$40.00 water testing kit fee with the additional wording of when grant funds are not available. Motion passed unanimously.

- c. Discussion and possible action to approve 5 additional days of vacation for the Public/Environmental Health Director for the remainder of the 2025 fiscal year and to increase the total number of vacation days to 15 for the 2026 fiscal year.

Motion by Latham, seconded by Bybee, to approve five additional days of vacation for the remainder of the 2025 fiscal year and to increase the total number to 15 for the 2026 fiscal year. Aye-Becker, Davenport, Latham & Bybee. Nay-Flagel. Motion passes.

- d. Discussion and possible action to approve a 12% annual salary increase for the Public/Environmental Health Director for the 2026 fiscal year.

Motion by Flagel, seconded by Davenport to table until the next meeting on January 21, 2025, the discussion and possible action to approve a 12% annual salary increase for the Public/Environmental Health Director for the 2026 fiscal year.

- e. Discussion and possible action to approve the draft 2026 fiscal year Public Health Budget as presented.

It was discussed that the budget approval is dependent on the approval of the salary increase, therefore it has been decided that the draft 2026 fiscal year Public Health Budget be tabled until the next meeting on January 21, 2025.

**NEXT SCHEDULED MEETING DATE:** January 21, 2025, at 7:00 p.m.

**ADJOURN:** Motion by Latham, seconded by Bybee, to adjourn the November 19, 2024, Board of Health Meeting. Motion passed unanimously. Meeting adjourned at 8:34 p.m.

Approved: Elizabeth Townsend, 2/4/2025