

# JACKSON COUNTY BOARD OF HEALTH

7:00 p.m.

Tuesday, November 18, 2025

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

Present	Absent	Roll Call	Officer
x		Sara Davenport	Chair
x		Dr. Khristian Becker	Vice Chair
x		Nin Flagel	
x		Doug Latham	
x		Dr. Gerald Bybee	
x		Jessica Manders	

**Board Members Present:**

**Board Members Absent:**

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

**CALL TO ORDER AND ROLL CALL:** The meeting was called to order by Sara Davenport at 7:01 p.m. and a quorum was established. A sign-in sheet was distributed. A Zoom meeting was launched. There were people attending via Zoom: Cynthia Kacinski, Shannon Zoffka, Jen Warren. Dawn Nelson from ISAC was also in attendance.

**MINUTES:** Approval of meeting minutes from July 16, 2024. Motion by Becker, seconded by Bybee. Motion passed unanimously.

Motion	Second	Roll Call	Officer
		Sara Davenport	chair
x		Dr. Khristian Becker	Vice Chair
		Nin Flagel	
		Doug Latham	
	x	Dr. Gerald Bybee	
		Jessica Manders	

## Program Reports

- ASAC – Dawn Nelson, DFC Grant Project Coordinator
- WIC- Cynthia Kacinski
- Community Health – Jen Warren, RN
- Environmental Health – Elizabeth Townsend

## New Business

- a. **Discussion and possible action to approve a new Jackson County Private Sewage Disposal System Ordinance and to repeal the existing Jackson County Ordinance No. 250 and No. 88 and move forward to the Board of Supervisors for further action.**

**Motion Made** by Flagel and seconded by Bybee to table discussion to the January Board of Health Meeting.

Motion	Second	Roll Call	Officer
		Sara Davenport	Chair
		Dr. Khristian Becker	Vice Chair
x		Nin Flagel	
		Doug Latham	
	x	Dr. Gerald Bybee	
		Jessica Manders	

Yay	Nay	Roll Call	Officer
x		Sara Davenport	Chair
x		Dr. Khristian Becker	Vice Chair
x		Nin Flagel	
x		Doug Latham	
x		Dr. Gerald Bybee	
x		Jessica Manders	

- b. **Discussion and possible action to approve a 2.8% COLA wage increase for the Public Health/Environmental Health Director for the 2027 fiscal year.**

**Motion Made** by Bybee and seconded by Becker to approve a 2.8% COLA wage increase for Public Health/Environmental Health Director for the 2027 fiscal year.

Motion	Second	Roll Call	Officer
		Sara Davenport	Chair
	x	Dr. Khristian Becker	Vice Chair
		Nin Flagel	
		Doug Latham	
x		Dr. Gerald Bybee	
		Jessica Manders	

Yay	Nay	Roll Call	Officer
x		Sara Davenport	Chair
x		Dr. Khristian Becker	Vice Chair
x		Nin Flagel	

x		Doug Latham	
x		Dr. Gerald Bybee	
x		Jessica Manders	

**Next Scheduled Meeting Date: January 20, 2026 at 7:00 p.m.**

**Adjourn:** Motion by Flagel, seconded by Bybee to adjourn the November 18, 2025, Board of Health Meeting. Motion passed unanimously. Meeting adjourned at 7:53 p.m.

<b>Motion</b>	<b>Second</b>	<b>Roll Call</b>	<b>Officer</b>
		Sara Davenport	Chair
		Dr. Khristian Becker	Vice Chair
x		Nin Flagel	
		Doug Latham	
	x	Dr. Gerald Bybee	
		Jessica Manders	