



## STORY COUNTY BOARD OF HEALTH

STORY COUNTY ADMINISTRATION  
900 6<sup>TH</sup> STREET  
NEVADA, IOWA 50201

### Minutes

AN AUDIO RECORDING OF THE FULL MEETING MAY BE FOUND IN THE ENVIROMENTAL HEALTH DEPARTMENT OR BY VISITING [WWW.STORYCOUNTYIOWA.GOV](http://WWW.STORYCOUNTYIOWA.GOV).

**DATE:** August 6<sup>th</sup>, 2024

Molly Lee, DVM, MPH – Chair  
John Paschen, MD – Vice-Chair

**CALL TO ORDER:** 2:30 PM

Mike Badger

**PLACE:** Public Meeting Room – Story County Administration  
900 6<sup>th</sup> St  
Nevada, IA

Betsy Matos, PhD, MPH  
Sherri Pleis, DVM  
Lisa Heddens (Ex-Officio Member)

**Special Note to the Public:** This meeting was also offered via Zoom.

**Board Members Present:** Molly Lee, John Paschen, Mike Badger, Sherrie Pleis, Lisa Heddens (ex-officio).

**Quorum was established.**

**Board Members Absent:** Betsy Matos

**Others Present:** Noa Sample-Bartels, Jane Esterly-Rettig, Eric Adelmund, Sherry Zook, Savannah Strahan, Karen Kiel Rosser (zoom), Kimberly Grandinetti, Matthew Cory, Laura Johnston, Allie Hoffman (Recording Secretary).

**1. Call to Order**

Lee called the meeting to order at 2:30 PM

**2. Approval of Agenda**

*Motion by Paschen, seconded by Pleis to approve agenda as submitted. Motion passed on voice vote.*

**3. Approval of Minutes**

*Motion by Paschen, seconded by Pleis to approve minutes from June 4<sup>th</sup>, 2024 meeting as amended. Motion passed on voice vote.*

**4. Consent Agenda**

Consideration Of Policies Revised In The Story County Employee Handbook Effective July 1, 2024

Story County Employee Handbook Revisions Effective July 1st, 2024

Section VII Benefits

Insurance - updated health insurance premiums (page 41)

Flexible Spending Plan - updated medical flexible spending account maximum to \$3,200 per year (page 45)

Consideration Of FY25 Private Well Grant Contract # PUHE-ENH-25-085 Between Iowa Department Health & Human Services And Story County Board Of Health, Effective July 1, 2024 - June 30, 2025 For The Amount Of \$50,505.00

Consideration Of FY25 LPHS Contract Funding Amendment

Consideration Of Immunization Services FY25 Allocation

***Motion by Pleis, seconded by Paschen to approve consent agenda. Motion passed on voice vote.***

**5. Public Forum:**

None.

**6. Agency and Departmental Reports:**

**6.1 Youth and Shelter Services (YSS); Savannah Strahan**

Strahan provided the update for YSS. Dr. Paschen probed about how many children YSS serves? Strahan provided that YSS served 259 kids this quarter between all 3 sites. Dr. Paschen then inquired if YSS required any criteria to participate in YSS' programming; i.e. income, age? Strahan informed the Board that for the Collins-Maxwell and Nevada sites there are no prerequisites to attend. The Collins-Maxwell site is Kindergarten to 6<sup>th</sup> grade and the Nevada site is Kindergarten to 8<sup>th</sup>. YSS' Ames site is different due to YSS working with the Ames School District. The Ames School District then tends to pull kids they believe to be good fits for the programming. Ames has summer school in the morning and then the kids go to the YSS programming. Heddens questioned if the YSS program in the afternoon or all day? Strahan replied that the Nevada & Collins-Maxwell programs are in the morning and provide breakfast and lunch. The Ames YSS program is in the afternoon since the Ames School District provides breakfast and lunch with its summer school in the morning. Agency report included in agenda packet.

**6.2 Story County Public Health (PH); Eric Adelmund, Sherry Zook, Jane Esterly-Rettig**

Adelmund, Esterly-Rettig, and Zook provided the update for PH. Dr. Paschen inquired about when PH would receive new COVID vaccines? Esterly-Rettig informed the Board that a Pfizer representative stopped by their offices about 1 month ago and told them end of August or Early September. Agency report included in agenda packet.

**6.3 Story County Environmental Health (EH); Kimberly Grandinetti**

Grandinetti provided the update for EH. Badger asked if the GIS mapping for wells can be transferred to septic systems for their locations? Grandinetti replied that EH is trying to figure that out with the help of Story County's GIS Coordinator, Matt Boeck. EH's goal is to get GIS maps of Septic locations. Lee inquired if the amount of the Private Well Grant must be given back if unused? Grandinetti informed the Board that the grant money is used via reimbursement and EH has to submit a quarterly claim. Also, while EH technically has about \$50,000 to use, some counties use more and it gets reallocated if other counties are not using it. Again, EH submits a quarterly claim and the state reimburses EH for the water sampling, administrative fees, etc. Agency report included in agenda packet.

## **7. Additional Items:**

### **7.1 Community Of Excellence; Karen Kiel Rosser (Zoom)**

Rosser provided an in-depth overview of the Community of Excellence (CoE). Lee asked where the human power or financial resources come from to augment initiatives already going on? Rosser reported that human power is coming from organizations already working on these initiatives. Mary Greeley (MG) was already thinking about the ARCH program, then CoE and the Ames Police Department (APD) found the number of 911 calls to police and ambulances have gone down because people are utilizing the ARCH program. Organizations working together are city police and Mary Greeley (MG) funding this system with grant resources because it is helping eliminate the use of unnecessary police and hospital resources. For the housing side, there are already a number of initiatives going on with the Chamber, within the Ames Alliance, and the county. CoE is working to bring these resources to the forefront. MG, the city, and grant money funded Mental Health & First Aid training opportunities. CoE brings individuals together to find ways to fund programs, get resources, and find organizations that are already bringing these programs to life. Heddens added to Rosser's reply that CoE could help entities going for grants by voicing support. CoE has brought in Kelly Diekmann from the City of Ames and Leanne Harter from Story County Planning & Development to discuss housing concerns. During a discussion, it was decided a list is needed with what is attainable housing, what is out there for renters/homeowners, and where can people apply to. CoE is trying to pull this information together to then get it out to everyone. Rosser also noted that early on in CoE's journey in working with Mental Health/First Aid training, CoE had a meeting with the Story County Superintendents talking about their priorities around Mental Health & support for teens, teen suicide, and concerns. One school brought up during this meeting that they paid about \$25,000 for Mental Health/First Aid training. CoE was then able to support that school and the other schools to provide the training at their locations through funding, grants, and trainers CoE already had to lessen the burden. Rosser commented that bringing resources to the table for Story County is what CoE is aiming to do. Heddens added on that CoE is an active group that meets monthly, Heddens & Adelmund do attend weekly meetings for the advisory group that then presents to the larger group at the monthly meetings. Lee inquired about the Iowa State University (ISU) students helping with the survey and if with ISU being in Story County's community, there are opportunities for graduate and undergraduate students looking for projects? Rosser replied that ISU is an incredible resource. MG has been working with the department of Engineering and its Senior Capstone students to give them projects. CoE used MG's connection to utilize student groups to sift through data from surveys. Lee wondered if there was a Master of PH student that needed a project if they could contact Rosser for an opportunity? Rosser confirmed that she is happy to find a project for anyone needing one. Report included in agenda packet.

### **7.2 Discussion And Consideration Of Proclaiming September 15<sup>th</sup> – October 15<sup>th</sup> As Hispanic Heritage Month *Motion by Paschen, seconded by Pleis to Proclaim September 15<sup>th</sup> – October 15<sup>th</sup> As Hispanic Heritage Month. Motion passed on voice vote.***

### **7.3 Discussion And Consideration Of Jane Esterly-Rettig Attending American Public Health Association's 2024 Annual Meeting & Expo**

Esterly-Rettig gave an overview of the letter she submitted to the Board. Paschen questioned what Esterly-Rettig needed from the Board besides yes, we want you to go to this meeting? Esterly-Rettig responded that Heater Bombei, PH's consultant, recommended that PH bring it before the Board to get approved since it is paid for with BOH grant money. Heddens commented that it looks like a good line of speakers/topics were selected. Letter included in agenda packet.

***Motion by Paschen, seconded by Pleis to approve Jane Esterly-Rettig attending American Public Health Association's 2024 Annual Meeting & EXPO. Motion passed on voice vote.***

**7.4 Discussion And Consideration Of Policy For Developing Board Of Health Position Statements; Molly Lee**

Lee gave a brief overview on how the policy came about and that this policy was modeled after Johnson County's with modifications more specific to Story County BOH with Story County Attorney approval. Paschen commented how the Board has struggled with how to get the Board's thoughts out in the past and that he likes this policy a lot with how it is worded. Paschen also stated he wished the policy said more however he understands why it does not. Pleis added in that she likes the need to revisit due to science changing and policies not always being accurate because of that. Paschen seconded Pleis' thoughts about revisiting.

*Motion by Paschen, seconded by Pleis to approve to ~~adopt~~ <sup>adopt</sup> Policy For Developing Board Of Health Position Statements. Motion passed on voice vote.*

**7.5 Discussion & Direction For Developing BOH Policies; Molly Lee**

Lee stated no action needed for this item and asked that with the new policy for developing position statements, where does the Board go from here? Lee commented she wants input from Board members and staff on future developments for BOH policies. Discussion was had between the Board on policies they want to make in the future. Pleis brought up policies on how the Board runs meetings (using parliamentary procedure) and how the Board would like to invite people to speak; i.e. time limits, sign up. Paschen stated that he would like the Board to have a policy on Zoom meetings now that it is allowed to have virtual meetings once the Board makes a policy to be able to do so. Pleis and Paschen noted that it would be nice with winter coming up and if Board members are on vacation then they can attend the meetings still. Heddens commented that their still needs to be public access, legislation changed so the Board has to provide electronic means which the Board has always done but the Board needs to have a way for the public to comment as well. Heddens also noted that the Board of Supervisors (BOS) agenda has 2 public comment periods and the BOH agenda does not. The first public comment area for the BOS' agenda is for the public to speak on items that are on the agenda. The second public comment area for the BOS' agenda is for the public to speak/bring up items that are not on the agenda, however these items cannot be discussed by the Board until a later date since they are not on the agenda. This would not have to be a policy but just the way the BOH organizes their agenda. Pleis added to Heddens' comments that the BOH could have people sign in/up for the one public comment section about agenda items and then have another public comment section as well for other items. Heddens affirmed that the Board can add public speaking onto the agenda in a variety of ways. Lee summed up the two policies that were discussed as 1) pertains to Zoom and how the BOH will use it for meetings and 2) how the BOH runs meetings; i.e. offering public comments, determining agendas, and who participates in those meetings. Lee would also like input from staff on position statements/policies for what is important in PH and EH. Paschen stated the Board should request that the policy/position statement be written up ahead of time so it can be discussed at that time and the Board can approve it or improve it. Discussion was had between the Board about if the Board would want to officially adopt Robert's Rules of Order/Parliamentary Procedure and it was noted by Lee that maybe not a policy should be made yet but a determination by the chair if needed. The Board also discussed having a policy on the public speaking; i.e. identifying self, limitations of time, speaking about items not on agenda, etc. Heddens stated that the agenda can have the period of time designated to when the public can speak about items not on the agenda.

**7.6 Closed Session Per Iowa Code 21.5(l) - "To Evaluate The Professional Competency Of An Individual Whose Appointment, Hiring, Performance, Or Discharge Is Being Considered When Necessary To Prevent Needless And Irreparable Injury To That Individual's Reputation And That Individual Requests A Closed Session." – Molly Lee, Chair**

*Motion by Paschen, seconded by Pleis to move into Closed Session Per Iowa Code 21.5(l). Motion passed on voice vote.*

*The Board went into closed session at 3:42 PM.*

*The Board came out of closed session at 4:05 PM.*

**7.7 Consideration Of The Environmental Health Director 3 Year Performance Review; Molly Lee**

*Motion by Pleis, seconded by Paschen to approve The Environmental Health Director 3 Year Performance Review. Motion passed on voice vote.*

**8. Comments:**

**Staff:** None.

**Board:**

Dr. Paschen: Reminder, everyone is welcome to come to my Luau.

**8 Adjournment**

*Paschen moved to adjourn meeting, seconded by Pleis.*

Lee adjourned the meeting at 3:50 PM.



Approval of Minutes

10/1/2024  
Title and Date