



**STORY COUNTY  
BOARD OF HEALTH**  
STORY COUNTY ADMINISTRATION  
900 6<sup>TH</sup> STREET  
NEVADA, IOWA 50201

## **Special Meeting Minutes**

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

**DATE:** March 30, 2020

**CALL TO ORDER:** 6:00 p.m.

**PLACE:** Administration Building, 2<sup>nd</sup> Floor

Dr. John Paschen, Chair (Phone)

Mark Speck, Vice-Chair (Phone)

Dr. John Kluge (Phone)

Dr. Louisa Tabatabai (Phone)

Dr. Molly Lee (Phone)

Lisa Heddens (Ex-officio) (Phone)

\*Absent

**STAFF PRESENT:** Margaret Jaynes, Environmental Health Director (Phone), Stephanie Jones, Recording Secretary

**OTHER PEOPLE PRESENT:** None

**1. CALL TO ORDER**

Dr. John Paschen called the meeting to order at 6:00 p.m.

**2. APPROVAL OF AGENDA MCU**

**3. PUBLIC FORUM**

None

**4. ADDITIONAL ITEMS**

**Environmental Health Department Suspended or Modified Work Activities**

Tabatabai asked for clarification about Jones monitoring social media. Jaynes stated that Stephanie looks on the sites and lets her know if I see anyone posting anything that needs her attention. Heddens stated that she did not recommend suspension of the items, but rather that the Governor had suspended the items and Heddens recommended that Jaynes let the Board know of the changes.



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**Motion by Kluge, Second by Lee to adopt the Environmental Health Department Suspended or Modified Work Activities along with any subsequent changes that are approved by the Board of Supervisors.**

<b>VOTE:</b>	<b>Ayes</b>	<b>Nays</b>
Speck	X	
Tabatabai	X	
Kluge	X	
Paschen	X	
Lee	X	

**Story County Telework Agreement**

Tabatabai asked for clarification on how time sheets will be filled out and Jaynes provided clarification that time sheets would be filled out by hand and a picture sent to her which would then send to Auditor. Once the pandemic is behind us, the originals will then be turned into Auditor.

**Motion by Kluge, Second by Speck to adopt the Story County Telework Agreement along with any subsequent changes that are approved by the Board of Supervisors.**

<b>VOTE:</b>	<b>Ayes</b>	<b>Nays</b>
Speck	X	
Tabatabai	X	
Kluge	X	
Paschen	X	
Lee	X	

**Vacation Leave Maximum Accrual Amounts**

**Motion by Tabatabai, Second by Kluge to approve the Vacation Leave Maximum Accrual Amounts along with any subsequent changes that are approved by the Board of Supervisors.**

<b>VOTE:</b>	<b>Ayes</b>	<b>Nays</b>
Speck	X	
Tabatabai	X	
Kluge	X	
Paschen	X	
Lee	X	

**Determining if Meetings should be Special Meetings or Emergency Meetings**

Discussion took place about meetings and that if an agenda is posted 24 hours in advance that it would be a special meeting, rather than an emergency and will be easier as far as posting requirements. The



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Board agreed that 24 hours' notice should be given whenever possible.

**COMMENTS**

Discussion took place about shelter in place. Heddens stated local boards do not have the power to order shelter in place, and that would have to be ordered by the Governor. Discussion took place about the Board issuing a statement to the public about doing a good job pulling together to keep Covid-19 positive numbers low. Jones will look into options for getting this out to public, notify the board, and place an item on the April 7, 2020 meeting agenda.

5. **ADJOURNMENT** 6:36 p.m.

  
Approval of Minutes

  
Title and Date