Emmet County Board of Health Minutes

Tuesday July 16, 2024, 12:00 P.M.
Emmet County Public Health Conference Room
508 S 1st Street Estherville, IA

Public Health
Prevent. Promote. Protect.

Present: Kari Batman, ECPH Administrator; Mindy Griffith ECPH Business Manager, Pam Caboth, Chair, Andy Spurgin Vice Chair, Amber Henderson, Board member and Lela Kruse, Board member Guests: Diane Anderson IHHS Local Public Health Consultant and Dawn Erickson I-Smile Coordinator.

1. Call meeting to order: 12:06 pm

2. Approval of Agenda: Pam Caboth added 2 more agenda items: FY25 Private Well Contract and Public Comment. Motion by Amber Henderson to accept the agenda; 2nd by Lela Kruse. Motion approved

3. Review and Approve June 2024 Meeting Minutes: Motion by Lela Kruse; 2nd by Amber Henderson. Motion approved

4. I-Smile Coordinator update from Dawn Erickson
5. Flood Response Update from Kari Batman
6. Administrator's Report from Kari Batman
7. Fiscal Update 2024-year end financials were provided by Mindy Griffith

8. Old Business

   Retention Policy Approval- on hold

9. New Business

   Business Office Manager job, Child Health/Oral Health Nurse job, Environmental job and Office Assistant job descriptions were updated, changes were made. Andy made a motion to accept all changes, Amber 2nd the motion. Motion carried.

   FY25 CLPPP, FY25 Local Public Health, FY25 Healthy Beginnings Coordinated and Intensive, FY25 Elderbridge Homemaker and Personal Care, FY25 Immunization Services, FY25 Private Well and FY25 ECCF Grant Contracts were received. Board was updated on the current changes and financials received for the FY25. Lela made a motion to accept all FY25 contracts, Andy 2nd motion. Motion carried.

VFC site visit update: Kari Batman reported no deficiencies.

10. Public Comment: no comments added

11. With no other business to discuss, a motion to adjourn at 1:28 pm was made by Andy Spurgin; 2nd by Lela Kruse. The next meeting is scheduled for Wednesday September 18th at noon.

Signed and approved on 9/25/2024

By: Pamela A Cottrell