# Emmet County Board of Health Minutes

**Thursday, January 23, 2025 12:00 P.M.**
Emmet County Public Health Conference Room
508 S 1st Street Estherville, IA

Public Health
Prevent. Promote. Protect

Join Via Zoom

https://us05web.zoom.us/j/84648718178?pwd=GQDQ5pla2uaANYgqugZN9bOeTG9LV.1

Meeting ID: 846 4871 8178

Passcode: 8y5WGA

**Present: Pam Caboth, Andy Spurgin, Amber Henderson, Kari Batman and Ben Huntley**

1. Call meeting to order: Pam Caboth calls the meeting to order at 1106 a.m.

2. Approval of Agenda: Kari Batman requests that Community Health Worker Grant and Stipend be added to the agenda. Andy Spurgin makes a motion to approve the agenda with the CHW Grant and Stipend addition; second by Amber Henderson.

3. Review/Approve November 2024 Meeting Minutes: Amber Henderson makes a motion to approve the November 2024 meeting minutes; second by Andy Spurgin.

4. Administrator's Report (attached): Kari Batman, Administrator, gives report highlights.

5. Fiscal Update: Presented by Kari Batman

6. Environmental Health Update: Presented by Ben Huntley. So far in FY25 2 wells have been closed, 7 wells tested. 11 total tests were sent to the State Hygienic Laboratory. For Q2 $3520.74 has been spent leaving $39,053.40 left for the fiscal year. Total Spent in the first two quarters was $11,451.60.

7. Old Business: No old business was discussed.

8. New Business

   Election of Officer: A motion was made by Amber Henderson to have Andy Spurgin be the board chairperson, and Pam Caboth the vice chair. The motion was seconded by Pam Caboth.

   Board Healthcare Representative: Discussed various healthcare providers in the county who could replace Dr. Probst if he gives his resignation. No action was taken.

   Personnel Compensation: Presented 3% wage increase for all staff except for Ben Huntley and Paula Myhre. Ben Huntley is below the state average for Environmental Health Positions and requesting to increase his wage. Paula Myhre works below the

minimum required for benefits, would like to increase her wage to that of the more recent hires and prn staff. Amber Henderson makes a motion to increase Ben Huntley's wage to the state average for that position of $29.71 and to increase Paula Myhre to $20.00. The motion was seconded by Andy Spurgin.

FY26 Budget Approval: Board discusses budget one with the addition of a vehicle and accompanying line expenses and budget two with no vehicle line added. A motion was made by Andy Spurgin to approve budget one, Amber Henderson seconded.

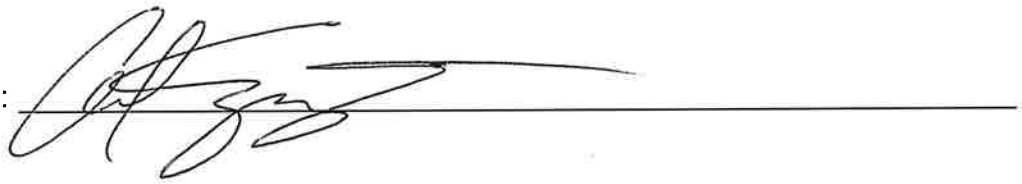
Signatory Authority Public Health and Environmental Health: Approval of signatory authority for Ben Huntley for Environmental Health and Kari Batman for Public Health purposes. Motion made by Amber Henderson, second by Andy Spurgin.

Community Health Worker Grant and Stipend: Monica Castillo has been accepted into the CHW program through Iowa HHS. Grant funds pay for the cost of course and stipend is paid to Monica directly. Motion to approve grant and stipend made by Amber Henderson, second by Andy Spurgin.

9. Round Table- No discussion

10. Motion to adjourn was made at 1246 by Andy Spurgin, second by Amber Henderson.

The next Emmet County Board of Health meeting will be held on Wednesday, March 19th at Noon

Signed and approved on 4-3-25

By: