



Benton County Board of Health Minutes

Thursday, October 10th, 2024

7:00am – 8:00am

Benton County Service Center - Conference Room

811 D Ave. Vinton, IA 52349

BOH Members Present: Tai Burkhart, Jean Ohlen, Karl Holmes, PA-C

BOS Members Present: Richard Primmer

Staff Present: Barbara Greenlee, Grace Schmidt & Monica Cox

Guests Present: None

Meeting called to order:

- Burkhart called meeting to order at 7:02 AM, motion by Ohlen, seconded by Holmes.

Approval of Agenda:

- Motion by Ohlen to approve agenda, seconded by Holmes, motion passed unanimously.

Approval of Minutes:

- Motion by Ohlen to approve minutes, seconded by Holmes, motion passed unanimously.

Environmental Health - Discuss and approve 25-26 Budget and salaries

- Greenlee noted that the budget to be approved by Board of Health is only the Environmental Health side of the department's work, and not zoning & land use, which falls under the Board of Supervisors. She also shared that the department currently sets

aside money in budget for saving up for new vehicle. Budget approval was tabled for November Board of Health meeting.

Environmental Health - Discuss and approve updates to Grants-to-Counties policies.

- Environmental Health updates were shared; county attorney is currently working on 20/80 agreement with Linn County, looking at \$75/hr. locked in for 3 years. Motion by Ohlen to approve updates to Grants-to-Counties policies, seconded by Holmes, motion passed unanimously.

Public Health - Public Health Report

- Monica visited Buchanan County Public Health for a joint training with Scott Seltrecht, MPH and Griffin Hickey to learn more about IDSS/Disease Investigation
- BCPH completed the first Immunization Audit of the year with CPU Intermediate in Urbana
- Grace attended ARPA Committee meeting to discuss funds for finishing floor of clinic, and for funding of freezer repair prior to Immunization Grant reimbursement
- Attended quarterly meeting for Benton County Disaster Recovery Coalition. Approved Monica as a new member, discussed budget
- Still in the process of setting up vaccine clinic. Freezer is waiting for parts, but we have been granted an option to complete site visit for “fridge-only” ordering until freezer is back. Site visit scheduled for 10/14/24. At this time, portal will be opened for ordering.

Public Health – Discuss & approve FY25 Budget Amendment for Benton County Public Health

- Schmidt presented on FY25 budget and the need for a budget amendment to zero out nonprogram "Medical & Health Services – IDPH Grant" line item – this line was generated at the inception of the department in FY24, as the Auditor’s office did not know how much public health would receive in grants from the state after no longer falling under Virginia Gay Hospital. Schmidt also discussed needing to zero out “Medical & Health Services” line as employee physicals are not a requirement of the department and as such, budgeting for these is not necessary.

- It was discussed by the Board that a policy for the department should be generated that purchases over a \$5k threshold require prior approval by the Board, and that they would like to see monthly itemized expense reports presented at BOH meeting for approval.
- Motion by Ohlen to approve FY25 Budget Amendment for Benton County Public Health, seconded by Holmes, motion passed unanimously.

Public Comment

- No public comment

Adjournment:

- Motion by Ohlen, seconded by Burkhart, motion passed unanimously. Meeting adjourned at 8:14 AM.

Next Meeting:

Friday, November 15th, 2024

7:00am – 8:00am

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