



Benton County Board of Health Minutes

Thursday, February 13th, 2025

7:00am – 8:00am

Benton County Service Center - Conference Room

811 D Ave. Vinton, IA 52349

BOH Members Present: Tai Burkhart, Karl Holmes, PA-C, Lori Mott

BOS Members Present:

Staff Present: Barbara Greenlee, Matt Even, Grace Schmidt & Monica Cox

Guests Present: Diana Strahan, Family and Community Health Alliance Director - HACAP

Meeting called to order:

- Burkhart called meeting to order at 7:00 AM

Approval of Agenda:

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

Approval of Minutes:

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

Elect Chair & Vice Chair of the Benton County Board of Health

- Chair Burkhart called for the floor to be open for nominations for the role of Chair of the Benton County Board of Health for 2025. With nominations now in order and the floor open, Mott nominated Tai Burkhart for Chair, Holmes seconded Mott's nomination. No further nominations were made, and nominations were closed.
- Chair Burkhart called for the floor to be open for nominations for the role of Vice-Chair of the Benton County Board of Health for 2025. With nominations now in order and the floor open,

Burkhart nominated Lori Mott for Vice-Chair, Holmes seconded Burkhart's nomination. No further nominations were made, and nominations were closed.

- Motion by Holmes to declare these nominees as elected, seconded by Mott, motion passed unanimously.

Discuss and/or act on 2025 meeting schedule

- Due to changes in Holmes' clinic's open hours and patients' scheduling, Thursday's at 7:00am are no longer an optimal meeting time. It was discussed that pushing meetings to the following day, the 2nd Friday of the month instead of the 2nd Thursday, would work, with the time and location remaining the same at 7:00am at the Benton County Service Center Conference Room. This would make the next BOH meeting Friday, 3/14/2025 at 7:00am.

Environmental Health

- Greenlee shared the Benton County Environmental Health quarterly report.

Public Health – Public Health Report

- Schmidt & Cox presented monthly public health report on department activities, including the December 2024 & January 2025 expense report. Motion by Mott to approve expense report, seconded by Holmes, motion passed unanimously.

Discuss and/or approve switching to Teams platform for virtual meeting option

- Schmidt discussed the possibility of moving the virtual option for Board of Health meetings to Teams, as currently Zoom Pro is a paid subscription, while Microsoft teams is free. It was discussed that the March 2025 Board of Health meeting would be a trial for Teams, and if it is successful, the Zoom Pro subscription will be cancelled. Schmidt will send an updated meeting calendar with a new invitation link via email, and update the BCPH website.

Discuss and/or approve Delegation of Signatory Authority form for BCPH

- Schmidt presented the Delegation of Signatory Authority form for Benton County Public Health to be signed by the Board of Health Chair and submitted to Iowa HHS. She will send to Burkhart via email to sign virtually, and submit to Diane Anderson.

Discuss and/or act on review of [Benton County Code of Ordinances: Chapter 5 - Public Health](#)

- Schmidt discussed the current ordinances that are on file under Benton County Code of Ordinances: Chapter 5 - Public Health relating to Benton County Public Health & Benton County Environmental Health. It was noted that some of these ordinances had been approved decades prior, and if the current BOH felt there were any changes needing to be made. Regarding blood lead level testing, Benton County does not hold the Childhood Lead Poisoning Prevention Program grant, and all inquiries into lead levels are currently being forwarded on from providers' offices to Iowa HHS. Burkhart will forward on additional information on CLPPP policies from Blackhawk County Public Health. Schmidt & Greenlee will work with the Auditor's office to determine if these ordinances have had any changes or been taken off the books, and need updating on the county website. Guest Diane Strahan mentioned she would send information along that HACAP provides regarding nutrition and lead in children.

Public Comment

- No public comment

Adjournment:

- Motion by Mott, seconded by Fairbanks, motion passed unanimously. Meeting adjourned at 8:07 AM.

Next Meeting:

Friday, March 14th, 2025

7:00am – 8:00am

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