



Benton County Board of Health Minutes

Friday, October 10th, 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, Jean Ohlen

BOS Members Present:

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

Guests Present: Derek Marsh, Assistant Benton County Attorney; Rebecca Hackett-Leas, I-Smile Coordinator; Mary McFetridge, AmeriCorps Member & BCPH Student Intern

Meeting called to order:

- Chair Burkhart called the meeting to order at 7:00 AM.

Approval of Agenda:

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

Approval of Minutes:

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

Discuss/Approve Resolution 25-01 Re: Approval for Hiring the Administrator for the Department of Environmental Health and Land Use

- Derek Marsh, Assistant Benton County Attorney, was in attendance for this Board of Health meeting. He discussed that the hiring committee conducted interviews for this position, and had multiple qualified applicants. The applicant chosen for the position by the hiring committee is Andrea Morris, who currently works in a leadership capacity with the state. At this time, her anticipated start date is Monday, November 10th, 2025.

- Motion by Ohlen to move to approve hiring Andrea Morris for the position of Administrator for the Department of Environmental Health and Land Use, seconded by Mott. Roll call vote: Ohlen: Aye; Holmes: Aye; Mott: Aye; Burkhart: Aye

Presentation by Becky Hackett-Leas, I-Smile Coordinator - HACAP

- Becky presented the 2025 I-Smile data to the Board, and discussed the Certificate of Dental Screening Audit Report, I-Smile services in Benton Co., Cavity Free Iowa initiative, discussed the Oral Disease Preventionist, Silver Diamine Fluoride applications and the Healthy Habit All Stars program. The full PowerPoint presentation can be viewed [here](#).

Environmental Health – Quarterly Report

- The department presented their Q1 report with well activity, well water sampling, Grants to Counties and sewage system numbers. They also handled 9 dog bites, 5 cat bites and 1 bat bite this quarter.

Environmental Health – Discuss and/or act on a policy addition to the Private Water Well policy

- The department is looking to add well assessment and providing sock chlorination services to the Private Water Well policy; as of July 1st, BCEH is able to provide shock chlorination cost sharing to wells that have bacteria and nitrate in them, in addition to performing well assessments.
- Motion by Mott to approve the policy change, seconded by Ohlen, motion passed unanimously.

Environmental Health – Updates

- No additional updates

Public Comment

- No public comments

Public Health – Public Health Report

- Director Schmidt presented the September-October activities report, touching on emergency preparedness activities, the 2025 Local Public Health Collaborative meeting, immunization services, activities with partners including the Benton County Suicide Prevention Coalition, the Opioid Taskforce Committee & Scott County Public Health, as well as the blood drive hosted in Van Horne.

Public Health – Discuss and/or act on September 2025 Expense Report

- Motion by Mott to approve the September 2025 expense report, seconded by Holmes, motion passed unanimously.

Public Health – Discuss and/or act on September 2025 Revenue Report

- Motion by Mott to approve the September 2025 revenue report, seconded by Holmes, motion passed unanimously.

Discuss and/or act on Memorandum of Understanding Between Benton County Community Partnerships for Protecting Children (CPPC) and Benton County Public Health to develop and launch an online resource guide for families

- Motion by Mott to approve Director Schmidt signing this MOU, seconded by Mott, motion passed unanimously.

Public Health - Public Health Director Annual Review; Possible closed session based upon 21.5(1)(i) if requested by employee

- Director Schmidt elected to not go into closed session. To receive feedback from all Board of Health members, a Google Form sheet that aligns with the county's current form was sent out via email to all 5 Board of Health members. It is the same information other departments base their reviews on, however it is in an accessible format so that members can submit their feedback remotely. As of today's meeting, 2/5 responses were received. It was discussed that this agenda item will be brought back in November's meeting, to allow everyone to have time to submit their feedback. At the end of the month when responses are due back to HR by 10/31/25, Chair Burkhart will sign and date the compiled information, and Schmidt will send the information in to be put on file.

Adjournment:

- Motion by Mott to adjourn, seconded by Holmes, motion passed unanimously. Meeting adjourned at 8:13 AM.

Next Meeting:

Friday, November 14th, 2025

7:00am – 8:00am

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