



Washington County Board of Health
110 N. Iowa Avenue, Suite 300, Washington, Iowa 52353

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES

July 27, 2023 @ 12:00 PM

5th floor conference room, Federation Bank building, Washington, Iowa

MEMBERS PRESENT:

Cathy Buffington
Jack Seward
Trevor Martin
Andrea Leyden via Zoom

PUBLIC HEALTH STAFF PRESENT:

Emily Tokheim, Peggy Wood
Jason Taylor, Cindy Chavez
Karri Fisher via Zoom

VISITORS:

Mary Zelinski, Kalona News via Zoom
Kalen McCain, Southeast Iowa Union

The meeting was called to order at 12:00 pm by Cathy Buffington. The Zoom meeting option is available to allow for social distancing recommendations of meeting attendees.

The meeting agenda was approved on a motion by Trevor Martin, second by Jack Seward. Motion carried 3-0.

The minutes from the June 22, 2023 meeting were approved on a motion by Jack Seward, second by Cathy Buffington. Motion carried 3-0.

Environmental Health report

Jason Taylor Presented the Environmental Health Budget. Revenue is 108% and Expenditures is 86%.

Jason and Cindy presented the year-end review of FY23. They discussed the number of inspections that our department conducted during the year, Grant to Counties water tests and related cost shares, and duties that our office conducts.

Jason discussed the Environmental Health update. Due to the changes with the State and the reduction of Departments, our Pool and Tattoo contract has been moved from the IHHS to DIAL, and I have updated the contract to reflect the change. The contract has not changed and will continue to June 30, 2025. Jason completed the Grant to Counties Contract Application,

waiting to hear back. The contract will be for \$50,500. Cindy discussed having a ServSafe in July and has another class scheduled for August 28, 2023.

Public Health report

Peggy Wood reviewed the year end agency financials and noted the department had approximately \$72k in unspent tax asking funds. Staff changes and position vacancies contributed to the balance. The funds are returned to the County General Fund at the end of each fiscal year.

Emily shared information about the recently distributed Health and Human Services (HHS) Service Delivery Assessment and encouraged all Board members to complete and share with other community partners. Additional agency updates included stats for Immunization and Home Health programs for the 4th quarter, community event participation, Succession Planning workshop attended by Emily, and review of Homemaker service qualifications as it relates to LPHS grant funding.

Meeting was adjourned at 12:40 pm. Next meeting scheduled for Noon, August 24, 2023 at WCPH, Federation Bank Building, 5th floor conference room.