



Benton County Board of Health Minutes - REVISED

Friday, June 20th, 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: Sidney Miner, Americorps Disaster Prepwise member

Meeting called to order:

- Chair Burkhart called the meeting to order at 7:06 AM

Approval of Agenda:

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

Approval of Minutes:

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

Introductions:

- Members of the Board of Health, Benton County Public Health staff and Benton County Environmental Health staff provided introductions.

Public Health – Public Health Report

- Schmidt shared updates from public health since the last Board meeting, including information on Measles TTXs, availability of MMR to the public at no cost, and PHEP grant activities.

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

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

Public Health – Discuss and/or act on hours of operation for Benton County Public Health

- Schmidt discussed a recent disease investigation case, and the intricacies with office hours and staff being often in and out of the office for work and meetings; also discussed the process for pickups and drop-offs for packages, testing kits, etc. Office hours for BCPH are the same as the rest of the Benton County Service Center, Monday – Friday from 8:00 AM – 4:30 PM, and staff leave contact information and/or return times when able, posted outside of the office. Staff also split a call schedule for after-hours urgent calls.

Environmental Health – Discuss and/or act on hours of operation for Benton County Environmental Health

- Chair Burkhart discussed that a community member had brought up to her the hours of operation for Benton County Environmental Health, which are Monday – Friday, 7:00 AM - 12:00 PM and 1:00 PM - 3:30 PM. Fetzner explained that the hours for the department are posted outside of the office located at the Benton County Courthouse, and that she is always available by phone for emergencies.

Public Comment

- N/A

Adjournment:

- Motion by Mott, seconded by Ohlen, motion passed unanimously. Meeting adjourned at 7:46 AM.

Next Meeting:

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