



## **Benton County Board of Health Minutes**

**Friday, August 8<sup>th</sup>, 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, Jessica Fairbanks

**BOS Members Present:** Ron Tippet

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

**Guests Present:** Diana Strahan, HACAP; Sidney Miner, Americorps Member; Greg Walston, Iowa State Extension; Amy Grunewaldt, Linn County ECI & Benton/Iowa County DECAT

### **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 Holmes, motion passed unanimously.

### **Approval of Minutes:**

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

### **Introduction and/or presentation by Amy Grunewaldt, MSW - Linn County Early Childhood**

#### **Iowa/DECAT; Benton/Iowa County – DECAT:**

- Amy provided an update on Benton/Iowa County DECAT & ECI. For FY26, the CPPC budget is approximately \$8,000.00; for the proposed Benton County Social Services Directory project in partnership with BCPH, any proposals of \$1,500.00 or above have to go up for bid – Grace & Amy will continue to work on this, as the proposed project cost for BCPH staff time & materials

was \$2853.79. For ECI, there has been an overall funding shrinkage of approximately 30%, and alignment with the 7 behavioral health districts is being looked at.

#### **Environmental Health – Updates**

- FY26 Private Well Grants contract has been signed, BCEH waiting to receive fully executed contract from the state, expected to be returned this month

#### **Discuss and approve the job description for a Sanitarian/Land Use Administrator:**

- Chair Burkhardt had this put on the agenda, looking at succession planning moving forward; the job description for Sanitarian/Land Use Administrator needs to be reviewed & updated. It was discussed that looking at examples and coming back to meet in a few weeks would be most optimal.

#### **Discuss and approve the job posting for a Sanitarian/Land Use Administrator:**

- Chair Burkhardt will work with the Benton County Auditor on the job posting, will continue to discuss at the next BOH meeting; a special session was discussed for 2 weeks from now, on 8/22/2025 @ 7:00am.

#### **Public Health – Public Health Report**

- Schmidt presented the public health report from the previous month, including updates on the PHEP grant, Local Public Health Services grant, Immunization grant, 6-Year Response grant, continuing education opportunities, stakeholder meetings, outreach activities and disease investigation. On the topic of continuing education, it was noted by Chair Burkhardt that due to open records rules being changed, training on this subject will be required for Board members appointed after 7/1/2025.

#### **Public Health – Discuss and/or act on July 2025 Expense Report**

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

#### **Public Health – Discuss and/or act on July 2025 Revenue Report**

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

#### **Public Comment**

- No public comments

#### **Adjournment:**

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

**Next Meeting:**

Friday, August 22<sup>nd</sup>, 2025

7:00am – 8:00am

Benton County Service Center - Conference Room

811 D Ave. Vinton, IA 52349