



2003 N. Lincoln St. • PO Box 152
Knoxville, IA 50138
P: 641.828.2238 F: 641.842.3442
www.marionph.org

Board of Health Minutes

July 15, 2025
5:06 pm – 5:31pm
Marion County Public Health Department
2003 N Lincoln
Knoxville, IA

Hannon called the meeting to order at 5:06pm. Present: Joni Hannon, Dan VanderBeek, Dr. Timothy McCoy Absent: Nicole Steddom, Kisha Jahner Staff: Linsey Spoelstra

Motion to approve July 15, 2025 Board of Health agenda by VanderBeek, support by McCoy. Motion carried, ayes all.

No public comments.

Motion to approve the Consent agenda by McCoy, support by VanderBeek. Motion carried, ayes all.

The Environmental Health Update was provided in the packet as a written report, current numbers discussed. Motion by VanderBeek to receive and file report. Support by McCoy. Motion carried, ayes all.

Marion County Board of Supervisors recently edited, reviewed, and accepted an updated Employee Handbook. Changes to the Handbook were discussed, major changes including first year of employment vacation policy and addition of a Tobacco-Free/Nicotine-Free Policy. Spoelstra will work on an Inclement Weather policy for Public Health and Environmental Health departments. Motion to approve and adopt updated Marion County Employee Handbook by McCoy, support by VanderBeek. Hannon signed the resolution to be returned to Marion County Human Resources Manager.

Care for Yourself grant contract has been extended to Marion County Public Health. The contract is for \$4,550 to provide early detection services to local residents of Marion and surrounding counties. This has long been a contract we've held with the State of Iowa. Motion to accept the contract and for MCPH Director to act as Board of Health signatory by McCoy, second by VanderBeek. Motion carried, ayes all.

Contract from Iowa Department of Inspections, Appeals & Licensing has been sent to MCPH to provide pool certifications in Marion County. Cameron is certified to provide this service and has done so throughout the course of his employment here. This is a 3 year contract renewal. Motion to accept the contract and for MCPH Director to act as Board of Health signatory by McCoy, support by VanderBeek. Motion carried, ayes all.

We are well on our way to begin billing private insurance for immunizations. In order to do so we need to complete an updated Iowa Medicaid Universal Provider Enrollment Application. Spoelstra is seeking approval from the Board to complete and submit the application. Motion in support by McCoy, second by VanderBeek. Motion carried, ayes all.

Discussion regarding current funding and staffing levels. Both PHEP and HPP contracts were reduced by 30%. So far no other grants have been reduced. We did run out of our LPHS grant in February of last year which is highly unusual. Spoelstra recommended looking at staffing levels and workloads and adjusting hours as needed. The Board decided to table this topic and re-visit this discussion when preparing the FY27 budget later this year. Motion to table discussion by VanderBeek, support by McCoy. Motion carried, ayes all.

Program Updates:

- EH Field Assistant job duties are transitioning to MCPH Receptionist. That transition is going well. We also purchased a vehicle from the Sheriff's Department for Cameron at the end of the fiscal year, which was a major upgrade for him!
- Radios have been received from the Sheriff's Department. We will work on getting them programmed and staff trained yet this calendar year.
- Radon kits are available for purchase in our office. With the rise in cancer cases in Iowa and in Marion County, it is a benefit to our community to offer them at a reduced cost.

- Preparedness grants have both been reduced by 30%. The state is hopeful the rest of the funding will come through.
- Marion County Foundation grant was awarded and we received \$300 to purchase beanbag baseball boards to start a league for those with disabilities. Judi has taken the lead on this and is doing a great job. The league is set to start in late September.
- Blood drive at MCPH at the end of the month, hoping for 15 donors.
- STI testing was available in our office, provided by Polk Co Public Health. They had no patients, but were not surprised for the first clinic.
- 99 Counties will be giving a Marion County Cancer presentation, we're working to get this scheduled.

Motion to adjourn at 5:31pm by VanderBeek, support by McCoy. Motion carried, ayes all.

Recorder,

Linsey Spoelstra