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## Board of Health Minutes

December 16, 2025  
5:03 pm – 5:46pm  
Marion County Public Health Department  
2003 N Lincoln  
Knoxville, IA

Hannon called the meeting to order at 5:03pm. Present in person: Dan Vander Beek, Kisha Jahner, Nicole Steddom, Joni Hannon  
Present virtually: Dr. Timothy McCoy Staff present: Linsey Spoelstra Public present: Lauren Asman, SOR Grant Coordinator with EFR

Motion to approve December 16, 2025 Board of Health agenda by Vander Beek, support by Steddom. Motion carried, ayes all.

Public comments: Lauren Asman, SOR Grant Coordinator with EFR, discussed the programs EFR has to offer in Marion/Warren/Jasper/Polk Counties – the Problem Gambling program is updating existing projects and the BH system is offering 10-15 minute training on System Navigation.

Motion to approve the Consent agenda by Vander Beek, support by Steddom. Motion carried, ayes all.

The Environmental Health reports for November and December were provided in the packet as written reports, current numbers discussed. Nothing new or outstanding to report. Motion by Vander Beek to receive and file report. Support by Steddom. Motion carried, ayes all.

There is a funding opportunity available through the Alzheimer's Association for a staff person to attend training in Atlanta. The funding would cover travel expenses and requires local Alzheimer meetings to be held in the county going forward. Spoelstra would like to apply for this funding. Motion by Steddom to move forward with application. Support by Vander Beek. Motion carried, ayes all.

The State of Iowa has released several RFPs for funding through the federal Rural Health Transformation grant. Many organizations are eligible to apply but the funding opportunities are mostly statewide and rather daunting. Discussion about applying for Combat Cancer: Screening and Prevention RFP. It would be a heavy lift for PH staff as the application due date is January 5, 2026. The need to subcontract would be vital. Motion by Vander Beek to move forward with and submit an application. Support by Steddom. Motion carried, ayes all.

Spoelstra would like to post an opening for an Environmental Health Field Assistant and adjust the current Table of Organization so this position would report directly to the Public Health Director. This would provide learning opportunities for all involved to become well versed in Environmental Health topics. Motion by Vander Beek to make requested adjustment. Support by Steddom. Motion carried, ayes all.

Dr. McCoy's current term ends December 31, 2025 as he was completing the rest of Dr. Shannon Remington's term. Dr. McCoy is willing and able to serve a full term. Motion by Vander Beek to recommend his Board of Health appointment to the Board of Supervisors. Support by Steddom. Motion carried, ayes all.

Discussion regarding 2026 meeting dates. The third Tuesday at 5pm works well for everyone. Jahner requested a virtual option which will be accommodated in the new year. Motion by Vander Beek to continue with the same date and time through 2026. Support by Jahner. Motion carried, ayes all.

## Director Updates

- budget will be presented during January meeting
- There is a recent complaint that has been resolved per PH/EH regulations and ordinance. The complainant is unhappy with the result and has been notified they can attend a Board of Health meeting to discuss.
- There is a potential for reduction in Private Well Grant funds. Spoelstra has discussed an appropriate amount with the State staff and is looking for that amendment to come soon.

- The salary study is ongoing. Point of note for the Board – if the salary recommendations are approved and accepted by the Board of Health, there is potential for the PH department “county ask” to increase. An upcoming step is for employees to receive letters from HR stating their recommended wage. The Board of Health would need to see and approve these prior to employees receiving their letters. Board members are willing to have a brief, virtual meeting to discuss.
- Upcoming blood drive on January 15
- In the midst of a Preparedness audit; documentation is being gathered to be sent to the state for review. Spoelstra does not anticipate any issues, all requested documentation was on hand.

Motion to adjourn at 5:46pm by Vander Beek, support by Steddom. Motion carried, ayes all.

Recorder,  
Linsey Spoelstra