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Board of Health Minutes

January 20, 2026
5:01 pm – 6:00 pm
Marion County Public Health Department
2003 N Lincoln
Knoxville, IA

Hannon called the meeting to order at 5:01pm. Present: Dan Vander Beek, Dr. Timothy McCoy, Kisha Jahner, Nicole Bryant, Joni Hannon Staff present: Linsey Spoelstra Public present: Lauren Asman, SOR Grant Coordinator with EFR

Motion to approve January 20, 2026 Board of Health agenda by Vander Beek, support by Bryant. Motion carried, ayes all.

Public comments: Lauren Asman, SOR Grant Coordinator with EFR provided an update to the Board. EFR is on track with initiatives. The Too Good for Drugs program is present in the Knoxville School District providing drug misuse prevention twice per week. Their Juvenile Diversion program is collaborating with schools and law enforcement agencies to provide support and resources. The Opioid Response grant will be providing training at Twin Cedars school in the near future, training staff on the use of Naloxone. This program also will assist with Naloxone policy writing.

Motion by Bryant for Hannon to serve as Chair for 2026 and sign for Board of Health business. Support by Vander Beek. Motion carried, ayes all.

Motion by Bryant for Vander Beek to serve as Vice Chair for 2026 and sign for Board of Health business. Support by Jahner. Motion carried, ayes all.

Motion by Bryant for Spoelstra to serve as Secretary to the Board of Health for 2026. Support by Vander Beek. Motion carried, ayes all.

Motion by Bryant to designate Marion County Public Health Department as the local public health agency with jurisdiction to provide public health services in Marion County. Support by Vander Beek. Motion carried, ayes all.

Motion by Vander Beek to approve delegation of authority and responsibility for agency administration and authorization for Director to sign official Public Health and Board of Health business. Support by Jahner. Motion carried, ayes all.

Motion by Vander Beek to accept the National Incident Management System as the Marion County Public Health Department Response System. Support by Bryant. Motion carried, ayes all.

Motion by Vander Beek for the Board of Health to accept the Marion County Employee Personnel Handbook. Support by Bryant. Motion carried, ayes all.

Motion to approve the consent agenda by Vander Beek. Support by Bryant. Motion carried, ayes all.

Environmental Health report was reviewed – Cameron has completed pool inspections and tattoo inspections for the year. We're seeing a lull in septic installations, which is common and expected for this time of year. No issues/complaints/outstanding items to report. The PH/EH office now offers radon tests to the public for \$12 and have seen many sold in the past six months. Motion by Bryant to receive and file the EH report. Support by Vander Beek. Motion carried, ayes all.

Polk County Public Health has created a statement against new CDC guidelines for recommended childhood vaccine and has distributed it statewide for other health departments to sign on in agreement. At this time healthcare providers and public health departments are not changing their vaccine schedules, to include MCPH. Motion by Dr. McCoy to sign the statement received from Polk County Public Health. Support by Bryant. Motion carried, ayes all.

The salary study conducted by request of the Marion County Board of Supervisors was discussed. Soon county employees will be receiving letters with their recommended wage and FLSA status (if there is a change from current status). Recommended wages

were distributed to the Board members and discussed. Spoelstra shared PH/EH departments have 4 employees who would be moving from salaried to hourly status. There are policies surrounding the study, when those policies are released, they will be placed on a BOH agenda and voted on for adoption. Motion by Bryant to accept the salary study recommendations for wage and FLSA status. Support by Vander Beek. Motion carried, ayes all.

FY27 Environmental Health budget was presented. There is a small amount allocated for "Clerk". This is for administrative support provided by PH Receptionist; hours are separated during the payroll process so actual hours worked in EH are expensed to EH. Reduction in motor vehicle since we will not plan to purchase another vehicle in the next fiscal year. Aside from that, no major changes are noted. Salary amounts entered reflect the salary study recommendations approved by the BOH. No change in revenue budget for FY27. Motion to approve Environmental Health FY27 budget by Vander Beek. Support by Dr. McCoy. Motion carried, ayes all.

FY27 Public Health budget was presented. Reduction in revenue due to the Opioid Grant not being renewed. This program ended September 2025 and we won't be receiving further funding. Salaries were entered at the salary study recommended rate, approved by the BOH earlier in this meeting. Other changes noted – the Auditor's office built a COA line for computer hardware; there is \$2,000 budgeted for next year, but nothing for the current year since this is a new COA code. Office Equipment and Furniture line was reduced by \$7,000 – County IT negotiated a new contract that lessened our copier cost. Other items are budgeted at the same amount for next year as the current year. No health insurance increase was budgeted, as directed by BOS. Motion by Vander Beek to approved FY27 Public Health budget. Support by Bryant. Motion carried, ayes all.

Our Rural Health Transformation grant application was submitted on January 5 of this year. NOIA date is January 27 and the program would start February 15, 2026. Spoelstra is requesting Board of Health review and approval of the Project Manager job description to hire an individual to manage this program should MCPH be awarded. Motion by Dr. McCoy to approve the posting and hiring of a Project Manager should the Combat Cancer contract be awarded to Marion County Board of Health. Support by Vander Beek. Motion carried, ayes all.

Spoelstra also requested review and approval of a 28E draft to be entered into with other public health departments who would partner with MCPH to complete the work plan activities for the Combat Cancer grant. This agreement draft has been reviewed by the County Attorney, who has no issues with it. Motion by Dr. McCoy to approve the 28E draft to be distributed in the situation that Marion County Board of Health be awarded the Combat Cancer grant. Support by Vander Beek. Motion carried, ayes all.

Director update:

- We hosted a blood drive last week that was well attended. We'll plan to keep doing this on a regular basis.
- Judi, RN, is going to start a beanbag baseball league in Knoxville. The one in Pella has had a good response, so we're hoping it will go over just as well in Knoxville.
- Our Preparedness team is planning a March PHEP/HPP exercise in the form of an escape room. We're leaning heavily on our region's EMAs to spread the word and get their county's group together.

Next meeting is February 17, 2026 at 5:00pm.

Motion to adjourn at 6:00pm by Vander Beek, support by Bryant. Motion carried, ayes all.

Recorder,
Linsey Spoelstra