



Muscatine County Board of Health Minutes

Wednesday, January 17, 2024 | 12:00pm | In-Person – 1609 Cedar Street, Muscatine, IA 52761

Virtual option – Microsoft Teams

Board members

Brandy Olson, Chair | Karen Harper, Vice Chair | Dr. Michael Maharry, Secretary

Michelle Garvin | Cory Garvin

Members Present: Brandy Olson (virtual), Karen Harper, Michelle Garvin, Cory Garvin, Dr. Michael Maharry

Others Present: Jennifer Craft, Stephanie Otskey, Rikki Hetzler, Jacob Dornbush, Kate Arndt, Scott Sauer, Chris Jasper, Berdette Davis, Roxanne Smith

Meeting was called to order at 12:01 pm by Olson.

- A. Introduction – Olson initiated an introduction of board members and guests.

Olson asked for a motion to approve the 11.15.2023 minutes. Motion by Harper to approve, seconded by Maharry. All ayes; motion carries.

Essential Public Health Reports

A. Environmental Health Services

- No department personnel present to report out at this time.

B. Public Health Director Updates

- Dornbush introduced the new Public Health director, Jen Craft, to the Board of Health (BOH).
- Dornbush shared the updated Public Health Organizational Chart with board members, noting new staff and their corresponding roles.
- Dornbush reviewed the annual Board of Supervisors funding request for County Public Health services, that was presented on January 16th, 2024.

C. Public Health Grants & Contracts

- Dornbush reported that the 6-year Public Health Emergency Response contract amendment #3 has been signed, requesting board approval. Motion to approve by Harper, second by M. Garvin. All ayes; motion carries.
- Dornbush requested that the BOH appoint Jennifer Craft as signatory authority to sign all grant contract documents on behalf of the Muscatine County BOH. Motion to approve by Maharry, second by M. Garvin. All ayes; motion carries.
- Dornbush shared that the mid-year Local Public Health Services progress report was submitted.
- Dornbush shared the annual inspection report from Scott County Public Health for Muscatine County tattoo parlors, pools and spas.

D. Community Health Assessments

- Hetzler provided an update to the BOH on the communicable disease dashboard data to-date.
- Hetzler provided an update regarding flu voucher usage. 22 Adult vouchers and 4 child vouchers have been utilized thus far.
- Hetzler provided an update on school and daycare immunization audits, noting that all audits have been completed. All data for school and daycare audits has been entered and submitted to the State.

E. New Business

- Dornbush provided an update on BOH membership terms. Newly appointed board member, Cory Garvin's term is valid until 12/31/2024. Dr. Michael Maharry was reappointed by the Board of

Supervisors as the BOH physician representative, with his term being valid until 12/31/2026. Olson's term expires on 12/31/24, Harper's and M. Garvin's terms expire on 12/31/25.

- Olson discussed with the group if the current meeting time and date works with the board's schedule. Hybrid option will continue to be available.
- Dornbush reported that a new meeting invitation with virtual option will be sent by Jennifer Craft to replace the current meeting initially sent by Christy Roby.

Citizens Speak

- A. No discussion at this time.

Next meeting

- A. March 20th, 2024 at 12pm in-person at the Public Health Office – 1609 Cedar Street, Muscatine, IA.

Adjournment

- A. Olson moved to adjourn. Meeting adjourned at 12:24 pm