



Muscatine County Board of Health Minutes

Wednesday, January 15, 2025 | 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, Michelle Garvin, Cory Garvin, Dr. Michael Maharry (virtual)

Others Present: Jennifer Craft, Jacob Dornbush, Scott Sauer, Dr. Matthew McKinney

Meeting was called to order at 12:02 pm by Olson.

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

Olson asked for a motion to approve the 11/20/2024 minutes. Motion by M. Garvin to approve, seconded by C. Garvin. All ayes; motion carries.

Essential Public Health Reports

- A. Environmental Health Services
- No department personnel to report out at this time.
- B. Public Health Operations Update
- Craft shared the Board of Health (BOH) newsletter with board members, discussing department activities that have occurred since the last BOH meeting.
 - Craft reported that the budget request to the Board of Supervisors for essential public health services was presented on 1/14/2025. Craft will send budget request documents to BOH members.
- C. Public Health Grants and Contracts
- Craft shared that on an annual basis, it is requested that the BOH grant signatory authority to the department director, to sign contracts and budgets on behalf of the BOH. Craft requested that this be done in January of every year. Olson moved to grant signatory authority to Craft for the 2025 year, seconded by C. Garvin. All ayes; motion carries.
 - Craft shared that Amendment 7 to the 6-Year Public Health Response contract was signed on behalf of the BOH, requesting approval from the board. Olson moved to confirm the signing of the contract amendment, seconded by M. Garvin. All ayes; motion carries.
 - Craft reported that the mid-year Local Public Health Services grant progress report was completed and submitted on time. Craft will send the progress report to BOH members.
- D. Community Health Assessments
- Craft shared the communicable disease dashboard statistics to-date, reporting no major outliers within the past month.
 - Craft provided an update to the BOH on the status of the Community Health Improvement Plan and associated activities that have occurred since the last meeting.
- E. New Business
- Olson provided an update on the Muscatine Health Support Funds previously with the Muscatine Health Association, noting that the grant funds will soon be awarded again. As part of the granting process now through the Community Foundation, a granting committee will review requests for funding. The committee is needing new membership at the recommendation of the BOH. Olson recommended Sara Fitzer-Huston to serve on the Health Support Fund granting committee. C. Garvin moved to recommend Sara Fitzer-Huston to serve on the Health Support Fund granting committee; seconded by M. Garvin. All ayes; motion carries.
 - Current membership terms were shared. Olson asked to verify if there are term limits for BOH members. Craft will follow-up with board members regarding any term limitations.

- Craft presented the following slate of officers for the BOH:

- Olson – Chair
- Harper – Vice Chair
- Maharry – Secretary

Hearing no further nominations from the floor, C. Garvin moved to approve the slate as presented, seconded by M. Garvin. All ayes; motion carries.

Citizens Speak

- A. None present to speak at this time.

Next meeting

- A. March 19th, 2025 at 12pm in-person at the Public Health Office – 1609 Cedar Street, Muscatine, IA.

Adjournment

- A. Olson moved to adjourn. Meeting adjourned at 12:31 pm.