

POCAHNTAS COUNTY BOARD OF HEALTH  
Pocahontas County Conservation Building  
October 4, 2022 1:00 PM

Board Members present: Kyle Smith, Kylie Maurer, Connie Schachtner, Selena Meacham

Board Members absent: Donna Stall

Present Telephonically: None

Staff Present: Jill Conlin, Interim Administrator, Kayla Nedved, Nate Vento

Guests Present: Diane Anderson, Annette Devereaux

1. Call Meeting to Order
  - a. The meeting was called to order at 1:01 PM by Kyle Smith.
2. Approval of Agenda
  - a. Motioned by Selena Meacham, seconded by Connie Schachtner to approve the agenda. All Ayes, motion carried.
3. Approval of minutes from August 30, 2022
  - a. Motioned by Kylie Maurer, seconded by Selena Meacham to approve the minutes from August 30, 2022. All ayes, motion carried.
4. Environmental Health Specialist Report – Nate Vento
  - a. Tanning Bed Facilities Ordinance Update
  - b. Tanning Bed Facilities Policy
  - c. Grants to Counties Policy/Procedure
  - d. Complaint Form
  - e. Private Well Water Testing Results Form
  - f. Conference next week – new updates, well info, septic, pool, tattoos, - 20 septic's approved and 5 or 6 installed.
5. Administrator's Report – Public Health and Home Care
  - a. Organizational Updates
    - i. Bylaws – currently our board does not have any bylaws. BOH follows Chapter 77 and Chapter 137.
    - ii. New Mission statement for the Health Department.
    - iii. Suggestions of a name change.
    - iv. Going from a 5-member board to a 7-member board. January 1 we can appoint Annette Devereaux and Paulette Zaugg – board of supervisors will have to do this.
    - v. Revised Fee Scale –
      1. Motioned by Selena Meacham, Seconded by Kylie Maurer to approve the new sliding fee scale effected January 1, 2023. All ayes, motion carried.

- vi. Budgets – We will get the budget sheets in November or December and will start working on a combined budget then.
    - vii. Table of organization – no change same one as last time.
  - b. Jill gave her administrators report, touching base on September 27, 2022 – HCAA board met, and they voted to disband the agency and to combine with public health for July 1, 2023. Flu Vaccination clinics have been scheduled. Waiting on quotes from Helmer for a backup for the court house since they are on a generator. Checking into the online scheduling with Acuity.
- 6. Old Business
  - a. None
- 7. New Business
  - a. None
- 8. Board Concerns/Comments
  - a. None
- 9. Public Comments
  - a. None
- 10. Next Meeting – Tuesday, December 13, 2022 at 2:00 PM
- 11. Adjourn
  - a. Motioned by Kylie Maurer, seconded by Connie Schachtner to adjourn meeting at 1:56 pm.