

POCAHONTAS COUNTY BOARD OF HEALTH
Pocahontas Court House – Assembly Room
Wednesday, November 12, 2025 – 8:00 am

PRESENT (BOH members)

Donna Stall

Kyle Smith
Kylie Maurer
Polly Zaugg
Connie Schachtner
Annette Devereaux

Absent (BOH members)

Tonya Anderson-
Peterson

Also Present (other attendees)

Jill Conlin, Administrator

Kayla Nedved
Wes Beneke, RN Clinical Manager

1. Call Meeting to Order
 - a. Donna Stall called the meeting to order at 8:11am
2. Approval of the Agenda
 - a. A motion to approve the agenda by Kylie Maurer, seconded by Annette Devereaux. Motion carried unanimously.
3. Approval of minutes from September 9, 2025.
 - a. A motion to approve the minutes as written from September 9, 2025 by Connie Schachtner, seconded by Kyle Smith. Motion carried unanimously.
4. Clinical Manager's Report – Wes Beneke, Clinical Manager
 - a. Wes Beneke provided highlights from his Q3 report.
5. Administrator's Report - Jill Conlin
 - a. Jill Conlin provided highlights from the Administrator's Report.
 - b. Review financial information & claims
 - i. September & October 2025 claims reviewed.
6. Old Business
 - a. None
7. New Business
 - a. BOH member resignation
 - i. Polly Zaugg has turned in her resignation. We thank her for all her years she has served on the Board of Health.
 - b. Mandatory Education for new BOH members
 - i. Effective of July 1, 2025 newly elected BOH members will need to complete this training. This is open to all members if they would like a refresher.
 - c. BOH Meeting dates for 2026
 - i. January 13, 2026

- ii. March 10, 2026
- iii. May 12, 2026
- iv. July 14, 2026
- v. September 8, 2026
- vi. November 10, 2026

- 1. Motioned to approve the 2026 meeting dates by Kylie Maurer, seconded by Annette Devereaux. Motion carried unanimously.

8. Board Concerns/Comments

- a. None

9. Public Comments

- a. None

10. Next Meeting: Tuesday, January 13, 2026

11. Adjourn

- a. Motioned to adjourn the meeting at 8:45am by Kyle Smith, seconded by Kylie Maurer. Motion carried unanimously.