Mitchell County Board of Health Meeting

06/12/2026

9:57 - 12:00

MCHHCPH Conference Room

Call to Order: The Mitchell County Board of Health meet on Friday, June 12, 2026, in the Mitchell County Home Health and Public Health conference room. Terri Tesch called the meeting to order at 9:57 am. Others present at the meeting were Sandy Offen, Pam Marzen, Janet Borcherding, James Meineke, Laura Huisman, Amanda Baer, Jessa Ketelsen, Lezah Hanson and Christine Hackenmiller. Absent Sasha Giles, Jolene Norby and Dr. Kelly Ross.

Agenda: Terri asked for a motion to approve the agenda or if there are any changes. Pam made a motion to approve the agenda as written; the motion was seconded by Sandy and passed unanimously.

Review and Approval of past minutes: Pam made the motion to approve April 10, 2026, minutes as printed, motion seconded by James and passed unanimously.

I-Smile Update: Lezah Hanson handed out a statistic report and presented on I-Smile's latest facts and progress. She was pleased to announce I-Smile is currently working with and offering free dental screenings and/or fluoride varnish to Osage Preschool, Growing Tree Preschool, Merriland Preschool and Osage WIC. Unfortunately, Saint Ansgar and Osage Daycares felt the services were not needed. Plans to meet with Stacyville Daycare in February. In the process of hiring a contracted dental hygienist for 8th graders screeners. Finalization of the hire is awaiting Board approval. Overall Challenges for I-Smile; dentist not accepting the new Medicaid coverage (Dentaquest) no Dentist in Mitchell County takes Dentaquest, unresponsive parents overall, travel barriers and lack of funding. Goal is to present at youth groups that would target the 8th grade age group.

Environmental Health: Amanda deferred to her report and was open to questions.

Discussion & Possible Action on Job Description and Title: With the alignment discussions were had to switch Amanda's title back to Sanitarian from Environmental Health. She listed several duties she felt should be handled by Public Health due to the nursing background; radon, lead, mold, rabies etc. Pam feels Amanda's job description needs to be split from planning and zoning, giving her two job descriptions. These job descriptions will need to be clear cut not only for each department but for public knowledge as well. Amanda requested approval of her title change to Sanitarian. Pam made a motion to approve Amanda's change of title from Environmental Health to Sanitarian; the motion was seconded by Janet and passed unanimously.

Discussion & Possible Action on PWG/Water Tests for FY27: Amanda's voiced concern with decrease in funds for FY27. FY26 allocation was $45K plus an additional $10K due to reallocation of monies. FY27 allocation is $30K, due to this decrease she is looking for guidance from the Board on where to make cuts and changes. Amanda stated this grant has always covered her wages with the decrease it will no longer be enough. Cuts include discontinue postcards for free water testing and do press release instead to help aid in continuing with the testing. She shared a few ideas on continuing with free water testing; she was thinking about having a waiting list and only having a certain amount available for free and then once those have been given out begin to charge individuals for water testing and/or applying for Shop on State grant to obtain some test. Board discussed the options and some showed favor for a wait list and more showed favor for charging all for the water test. By charging everyone this would keep the process the same for the entire fiscal year of FY27. After further discussion the Board agreed to charge for all water tests, Amanda will conduct and send all tests to the state. Janet made a motion to approve the collection of $40 per water test effective July 1, 2026; the motion was seconded by Pam and passed unanimously.

Public Health/Home Health Business Operations: Expense/Revenue Reports: Laura deferred to the report. Laura highlighted the difference between what was budgeted and used for FY26: Budgeted County money $454,931 vs. actual county money used $134,869. She also talked about FY27 Grant monies: Elderbridge waiting on contract yet, but amount will be similar to last year little over $17k; this grant helps to offset lower income patient payments. Tobacco Grant increase from $10k to $25k. New fundings for next year - FMC Grant these monies will be applied towards car seat checks and summer kickoff event (supplies, helmets etc).

Discussion & Possible Action on Public Health Coordinator Job Description: Changes made to duties: Provide and oversee Environmental Health Services. Changes to description: Provide and oversee Environmental Health Services such as radon, rabies, bedbugs, mold, lead, inspections and any other community environmental health education and prevention activities. Inspections may include Food establishments, Swimming pools, Tanning facilities, and Tattoo establishments. Janet made a motion to approve the changes to the Public Health Coordinator Job description; the motion was seconded by James and passed unanimously.

Discussion & Possible Action on Public Health & Home Health Nurse Job Description: Changes made to Public Health Nursing duties: Provide Environmental Health services, education, inspections, and prevention activities as assigned, such as radon, rabies, bedbugs, mold, lead, food establishments, swimming pools, tanning facilities, tattoo establishments, and other environmental health concerns. Sandy made a motion to approve the changes to Public Health & Home Health Nurse Job Description; the motion was seconded by Pam and passed unanimously.

Discussion & Possible Action on Coverage Service Area Policy: Current policy states we can go 5 miles into another county. However, we are starting to see gaps around Howard/Worth counties and have seen referrals that are out more than 10 miles. Laura was originally going to ask if board would be willing to change mileage to 10 miles but as she researched, she found that with being Medicare certified the cover goes by zip codes not necessarily county. So, she is not looking for approval of policy today because of this gap. We would need approval from DIA to increase our coverage in other counties/zip codes. Since the Medicare certification is done by zip code and our policy is done by county mileage Laura would like to see these match up. Leaning towards matching our policy with the Medicare certification guidelines. Laura preferred to table this, allowing her time to research changes. Pam made a motion to table till next meeting; the motion was seconded by Sandy and passed unanimously.

Approval of Strategic Planning Document: Laura presented the Strategic Planning Document and looking for approval. The team; Laura, Jessa, Sasha and Christine will continue to meet quarterly providing progress/updates which Laura will present to the board. Janet made a motion to approve the Strategic Planning Document; the motion was seconded by James and passed unanimously.

Public Health Updates. Jessa deferred to her report and expanded on a few points in her report. Summer Kick off was very successful already working on next year's event involving more partners. Walk with Ease; Sammy and Jessa both completed training and partnering with Mitchell Count Extension office and the CRC; more information to come. Combat cancer: 28E agreement has been signed. A survey on tablet placement is out awaiting results to determine placement. Radon: Now with windows open is not appropriate time to test. Jessa is working on getting one mitigation/measurement specialist to apply for scholarship and become certified for our county. Babysitter class: June 16 class is full, and July 21 class has 2 spots available. Thrive Mitchell County: New coalition created to cover mental health, MCSAC, and Injury prevention combining all into one meeting starting in August. CHA/CHIP: will go through FY28 and will no longer be needed with the new Public Health Alignment: We will be part of District 3 and Cerro Gordo has applied for lead entity.

Review and Approval of Mitchell County Public Health Emergency Preparedness Plan: Jessa is looking for approval and signatures from Terri and Pam once approved. Pam made a motion to approve the Mitchell County Public Health Emergency Preparedness Plan (County and Building); the motion was seconded by Sandy and passed unanimously.

Home Health Update: Laura deferred to Sasha's report. A mock survey will be held next month in preparation for this fall. Sasha has been reaching out to community members, sending letters, hosting home health informational meetings, plans to attend Provider meeting next month to go over the referral process and reminder we are still here. Suggestion made to go to Legion meetings as well to present.

QAPI Update: Laura deferred to Sasha's report.

Agency Other: Drew, conducts county audits, questioned the staff retreat and suggests in situations like that getting BOH approval and document it prior to submitting for payment. WIC grant year starts in October. The staff like this location and would love to continue offering WIC services on the 1st Wed of the month from this location.

Next Meeting: August 14, 2026, 10am-Noon

Meeting adjourned: 12:00 pm