Mitchell County Board of Health Meeting

08/14/2026

10:00 - 11:43

MCHHCPH Conference Room

Call to Order: The Mitchell County Board of Health meet on Friday, August 14, 2026, in the Mitchell County Home Health and Public Health conference room. Terri Tesch called the meeting to order at 10:00 am. Others present at the meeting were Sandy Offen, Pam Marzen, Janet Borcherding, James Meineke, Laura Huisman, Jessa Ketelsen, Sasha Giles, Jolene Norby, Dr. Kelly Ross and Christine Hackenmiller. Via zoom Shannon Zoffka Absent:

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 James and passed unanimously.

Review and Approval of past minutes: Jolene made the motion to approve June 12, July 13 and August 3, 2026, minutes as printed, motion seconded by Janet and passed unanimously.

Public Health/Home Health Business Operations Update: Shannon gave Public Health updates; $37154 was awarded for FY27 which will need to be spent towards 100% population health.

Expense/Revenue Reports: Laura deferred to the report.

Discussion and Possible Action on Public Health Coordinator Job description: Proposed additions: Provide and oversee Sanitation services and Coordinates with contracted providers for septic/on-site wastewater inspections. Jolene made a motion to approve the changes as written; the motion was seconded by Pam and passed unanimously.

Discussion and Possible Action on Public Health & Home Health Nurse Job description: Proposed additions: Provide Environmental Health and Sanitation services and Coordinate with the County's contracted provider for septic/on-site wastewater services. Jolene made a motion to approve the changes as written; the motion was seconded by Sandy and passed unanimously. Both job descriptions will be updated and signed by each employee

Discussion and Possible Action on Osage Chamber Membership: Riley from the chamber shared benefits of being a member with Laura: posting our upcoming events to the website and newsletter this would help with our involvement and exposure to the community. Conservation is also a member and feels it's very beneficial to them. Discussion of what level to join at Conservation does the top level at $855 and the lowest level is $100. Terri suggested starting at mid-level, the walnut level, that would give us an opportunity to move up a level if see it as beneficial. Pam made a motion to join the Osage chamber at the walnut level; motion was seconded by Jolene and passed unanimously. Laura will look into other community chambers and joining those as well and will also reach out to economic development coordinator Jenny Backer to see if they too could help promote.

Environmental Health Update: Jessa deferred to her report and expanded on a few points in her report for environmental health.

Discussion & Possible Action on 28E Agreement between Iowa DNR and Mitchell County this gives us authority to issue permits in Mitchell County instead of the DNR doing that. We inspect prior to and after installation of a well and all information is entered into IWIS. BOH approval is needed and then BOS approval to do water permits. This agreement is currently up for renewal (renewed every 5 years) renewal is due by October. Dr Ross made a motion to approve the 28 E Agreement between Iowa DNR and Mitchell County, motion seconded by James and passed unanimously.

Discussion & Possible Action on Water Test Rates: Prior to PH taking over BOH approved to charge $40 per test. Jessa presented to BOH eliminating the fee and monitoring closely the spending of the 30k from the grant. With precise tracking we could offer 1 free water test a year. Postcards will no longer go out advertising free water tests. Will focus more on press releases to help educate the community. She plans to start our own data tracking system and if there's a trend of high nitrates, we can push a press release out to that area. We are currently noticing people not wanting to pay for the $40 for the water test. If BOH approves she'd like to see it become effective September 1, 2026. Any special tests would be available at cost and the free water tests are available till grant money is depleted. By using our grant monies this would help in acquiring an allocation later. Sandy motion made the motion to have free water test until grant money is used up, motion seconded by Pam and passed unanimously.

Discussion & Possible Action on Septic Permit Rates: Current rates: House installation - $200 and Shop installation - $125. Now that we are working with AJ he would like it to be flat fee of $200. Jolene made a motion to change the rate to $200 for each type of septic permit, motion seconded by Janet and passed unanimously.

AJ taking over has been communicated to all contractors but since then a lack of tracking and documentation has been discovered by Tammy. She has suggested not going back to fix errors but continue to move forward and get all policies updated. An Environmental Health class is coming up it will be a weeklong training course for Jessa and Sammy.

Pam questioned the Environmental Health vehicle if there was a need for it while going out for well tests. Laura feels the need to discuss the need, maintenance charges, gas charges etc., before making that decision. She would like to table the discussion till next meeting. Pam also briefly mentioned separating Planning and zoning and Sanitation budgets.

Public Health Updates. Jessa deferred to her report and expanded on a few points in her report.

Sips and Services will begin in September while at CRC for blood pressure checks during this time there will be additional presenters: Sasha Home Health, October Emily from Extension Office, November Edward Jones. This will be an informal 45-minute informational gathering. Dental screenings: still having trouble getting into daycares – St Ansgar initially said yes but did not finish up the sign-up process and had no response from Stacyville. Laura, Sammy, and Jessa attended A Tall Cop Says Stop… this was an eye-opening experience. Jessa is working on getting this program into our community and partnering with other counties. One thing this presentation shows is what can be bought from a local Casey's; kratom which has addictive side effects similar to heroin. This program would help educate school staff to raise awareness of all the products it would also educate on the behaviors of those using things like kratom. Jessa would also like to include local PD, Healthcare Provides, parents etc. An assessment of the community is also performed while in the area. Opioid funds could be used to get him here to present his program and complete the assessment. Combat cancer: We will be getting radon test kits here. Currently we have 50 in our office that we are charging for BOH agreed to continue charge for the current test and once receive the free test then give away the current ones as well. 7 providers requested dermatoscopes. Lung cancer screening for uninsured patients to come. Drive thru and walk in vaccination clinics are planned out and she is currently working with businesses to set up times with them. Should have flu vaccine in the next 10-14 days.

Home Health Update: Laura deferred to Sasha's report. Mock survey was conducted 4 issues of concern were pointed out and a plan of action will be completed on each of them. Agency has achieved a 5-star patient satisfaction rating this is based on surveys taken by the patients. Sasha will attend Provider meeting coming up next Friday.

QAPI Update: Laura deferred to Sasha's report.

Agency Other:

Next Meeting: October 23, 2026, 10am

Meeting adjourned: 11:43 am