

***Dubuque County Board of Health  
Minutes of October 28, 2014, Public Hearing***

Dr. Fairley called the October 28, 2014 Dubuque County Board of Health meeting to order at 5:45 p.m.

**Roll Call:**

Members Present: Dr. Richard Fairley; Dr. Valerie Peckosh; Tim Daly (by phone)  
Members Absent: Rhonda Healey

Others Present: Patrice Lambert, Dubuque County Health Department, Bonnie Brimeyer, Dubuque County Health Department, Stacey Killian, VNA, Sara Jenaman – DARE Program; Connie Sprimont, SASC; Sue Greene, Helping Services

**1. Approval of Minutes**

A motion was made to approve the August 26, 2014 minutes; motion seconded. Motion carried unanimously.

**2. Public Comments**

Ms. Lambert stated that after receiving a letter from Ralph Potter, Dubuque County Attorney, that Mr. Potter recommended that the BOH sign the Time of Transfer Inspection Waivers for Building Demolition that were sent to us from the City of Dubuque on three properties located o Cousins Road per the State of Iowa Exemption Statute 455B.172(11)(a)(7) which exempts from real estate transactions a time of transfer inspection if the structure is going to be demolished or razed.

A motion was made to sign the Time of Transfer Inspection Waiver with the stipulation that the City of Dubuque WILL NOT rent out the properties or that NO ONE will be allowed to live in the structures according the State Statue since they are going to be demolished or razed.

**3. Sara Jenaman - DARE Program**

Officer Sara Jenaman from the DARE Program addressed the Board. Officer Jenaman shared with the Board of Health what the DARE Program has been doing in the Dubuque County Schools. A copy of Officer Jenaman's report is attached.

**4. Connie Sprimont - SASC**

Ms. Sprimont from SASC addressed the Board. Ms. Sprimont shared with the Board of Health what SASC has been doing to address the gambling and alcohol issues in Dubuque County. A copy of Ms. Sprimont's report is attached.

**5. Stacey Killian - VNA**

Stacey Killian introduced herself to the BOH members. Stacey is the new Manager of the VNA. A copy of Ms. Killian's report is attached.

**6. Sue Greene – Helping Services**

Ms. Greene from Helping Services addressed the Board. Ms. Greene shared with the Board of Health what Helping Services has been doing to address the substance abuse and alcohol issues in Dubuque County. A copy of Ms. Greene's report is attached.

**7. Administrator's Report**

Ms. Lambert reviewed her Administrator's Report with the BOH members. A copy of this report is attached.

Ms. Lambert discussed with the Board of Health the upcoming Christmas and New Year holidays. The County holidays are Wednesday and Thursday of each week. Ms. Lambert asked if a sign could be put up on Friday (December 26<sup>th</sup> and January 2<sup>nd</sup>) that no Health Department personnel would be in the office because of the Christmas and New Year holidays. Ms. Lambert stated to the Board of Health that we do not accept water tests on Fridays and that in past years the office is very quiet the day after Christmas and New Year's. Ms. Lambert also told the Board of Health that she and Ms. Brimeyer would have their computers and cell phones so if something did come up they could be in the office within 20 – 30 minutes.

A motion was made to put a sign up in the Health Department Office on both Fridays following the holidays (December 26<sup>th</sup> and January 2<sup>nd</sup>) stating that Health Department personnel are out of the office because of the holidays; motion seconded. Motion carried unanimously.

Ms. Lambert shared with the Board of Health that the County has adopted a Training & Travel Policy and a new Credit Card/Procurement Card Policy. She stated that when she or Ms. Brimeyer attend a conference or meeting that they need to fill out a Travel Authorization Form. This form has to be approved by the Department Head and also the Chairperson (or designee) of the Board of Health.

A motion was made to designate Ms. Lambert to sign off on the Travel Authorization Form on behalf of the Board of Health; motion seconded. Motion carried unanimously.

**8. Adjournment**

Dr. Fairley adjourned the October 28, 2014 Board of Health meeting at 7:30 p.m.

The next BOH Meeting is scheduled for Tuesday, December 2, 2014 at 5:45 p.m. at the Fire Training Facility.