

**WORTH COUNTY BOARD OF HEALTH
MINUTES**

July 22, 2025

Worth County Public Health
95 9th St N, Northwood, Iowa 50459

- I. **MEETING CALLED TO ORDER 1:30 pm Kathy Meyer, other members present are Donna Orton, Mark Smeby, and Jennifer Krotzer, DNP, newly appointed Medical Director (7/22/2025)**
 - a. **Acknowledge Guests:** no guests
 - b. **Approve Agenda:** Motion to approve the agenda by Mark, 2nd by Donna
 - c.
 - d. **Approve Previous Meeting Minutes(05.20.2025)** Approved as read, motion by Mark, 2nd by Donna
- II. Shana introduced newly appointed Worth County Public Health Medical Director, Jennifer Johnson Krotzer, DNP. She was appointed at the 07.22.2025 BOS meeting.
- III. **Behavioral Health Services Map-** Shana gave a brief overview of new map.
- IV. Discussion of new employee handbook and amendments for the PH section of the handbook. Much discussion by all BOH members. Shana will bring final amendments as discussed to next BOH meeting.
- V. FY 2026 Grant- Shana gave updates to BOH members on all grants applied and dollars received for FY26. Shana will continue to look for more funding opportunities throughout the year. Total grants applied and granted so far total- \$187,411.00 plus \$60,000 in Opioid Settlement dollars. Since most of these grants are for providing services and programming at least 75% will go directly to offsetting the cost of salaries for our staff at PH.
- VI. **Sanitarian Report-** Shana reported how satisfied we are at PH with newly hired S and H Environmental services, they are almost caught up on all water testing from last FY. Shana and AJ Stone are working with Worth County Attorney, Jeff Greve, to handle the sewer/septic situation in Emmons. Also AJ Stone will be going to Certified Pool Operator training in the fall and will take over inspections at all Worth County Pools. IHHS is aware.
- VII. **Clinical Manager report-** Lexee gave a census report. She also gave an update on the new sliding fee scale that will begin August 1, 2025, all new financial forms are complete. Lexee reported we did have some changes in service time for clients due to new sliding fee scale. Lexee also presented the Quarter 4 Quality Assurance report.
- VIII. **Agency Administrator report-**Shana discussed new policies for discharge of clients and car seat technician, BOH members will review and we will discuss next meeting. BOH given report on services and programming we will providing this year followed by discussion.
- IX. **Discussion and Possible Action -Employee Salaries-** Shana requested that the board consider increasing Morgan Jellinger's wage to \$32.90/ hour, discussion by board, Motion made by Donna to increase Morgan Jellinger's wage to \$32.90/hour, 2nd by Jennifer. Voted Donna, Jennifer, and Kathy – yes, Mark- no. Motion passed, raise will be effective August 1, 2025.

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Shana also brought to the board's attention that our long-time employee Tammy Patterson will be retiring effective, October 31, 2025. WCPH will miss her dedication to the public and she will be hard to replace. Shana discussed the hiring process and that maybe the BOH should discuss increasing the starting salary for a CNA as the competition in the area has a much higher starting wage than WCPH, which is set at \$15.75. Shana also discussed that if we increased the starting wage, she would also like to increase the wages of the 2 full-time aides that we currently have on staff here at WCPH. There was a lot of discussion on this topic and ultimately it was decided to post the job opening with a start date of October 27, 2025, and see if we get applicants. Kathy stated we will table the CNA wages until the next meeting.

- X. **Schedule for the next meeting-** Next BOH meeting is scheduled for August 19th, 2025 at 9 am.
- XI. **Adjournment-** At 3:16 pm Mark made a motion to adjourn the meeting with a 2nd by Jennifer. Meeting adjourned.

Respectfully submitted-
Shana Butler
Worth County Public Health Administrator