

**WORTH COUNTY BOARD OF HEALTH
MINUTES**

October 13, 2025

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

- I. **MEETING CALLED TO ORDER** at 10:18 am BOH members present: Stephanie Perkins, Kathy Meyer, Donna Orton, Medical Director Jenny Krotzer, DNP, absent Mark Smeby. Public Health staff present: Shana Butler, Administrator.
- a. **Acknowledge Guests:** No guests
 - b. **Approve Agenda:** Motion by Stephanie, 2nd by Donna Orton
 - c. **Approve Previous Meeting Minutes** (August 19, 2025): Approved as read
- II. **Sanitarian update-** Shana reported S&H Environmental services is caught up with the water testing that Peoples Service had not kept up on, so now they are just doing testing as people request it. Also, AJ Stone reported during the BOS meeting today that they removed 100,000 gallons of sludge at the water treatment plant, this hadn't been done for the last 3 years so they are catching up.
- III. **Transit update-** Shana reported that Gerald (Jerry) Bakken will be retiring from driving transit effective December 1, 2025. Gary Henniger who is currently working on a "as needed basis" will take over the 2 days a week that Jerry normally drives. Update given on education and policies from NIACOG for the transit drivers.
- IV. **Clinical Manager update-** Census given to BOH members; discussed that we are still not taking any new patients until new nurse starts and she receives proper training since using Matrix will be new to her.
- V. **Administrator Update-** Shana updated BOH on new hire for the RN position, we are happy to welcome back Jill Schutz as a staff nurse working 40 hrs/wk starting November 17, 2025. With Jill starting we will have 3 certified CPR instructors at PH (Shana and Lexee included). Updated given to BOH regarding the car seat program, the health services program, the Opioid Education taught in the schools in Worth County, the Janssen Foundation teaching in the schools. Morgan has also started an ISTEP program (tobacco education) at NK, she will give a presentation to the board at a later date. Lexee handed out parent bags at the mobile pantry in Northwood in September and Shana will be handing out bags at Ruby's Pantry at the UMC in Manly Tuesday the 14th from 5-6:30 pm. Staff will attend a TTX exercise for Emergency Preparedness in Joice on November 2nd from 5-8 pm, we will be working with M. Tomlinson Worth County EMA. Also, reminded BOH that Shana's eval is due by December 2, 2025.
- VI. **Next meeting will be November 17, 2025, at 10:00 am.**
- VII. **Meeting adjourned at 11:43 am, Stephanie motion and Donna 2nd.**
- Minutes submitted by Shana Butler**