

**Jones County Board of Health  
Regular Meeting Minutes  
October 16, 2025**

**Members Present:** John Schlarmann, Connie Goldsmith, Denny Coon, **Members Absent:** Dr. Oldham, Dr. Kilburg **Others Present In person:** Matt Dobler, Julia Steere, Rebecca Hackett-Leas, Brad Knudson, and Lisa Bogran **Present Online:** Shannon Zoffka

Meeting called to order at 6:30p.m.

Motion to approve minutes from the August 19, 2025 meeting by Denny seconded by Connie, all aye.

**Rebecca Hackett-Leas with Johnson County Public Health** – Provided presentation on Jones County I-Smile and updates. Contact her for the PowerPoint presentation, for questions, or collaboration opportunities.

**Linn County Public Health – Matt Dobler**

- County Attorney (CA) sent letter to 211 Vine Street regarding maintenance contract, Matt provided updated. No motion.

- Hanna 507 S. Linn Street – County Attorney (CA) sent letter regarding violation of septic system. Matt provided update, they need to install septic or connect to city of Anamosa. Matt checked with the City of Anamosa and no records of connecting. Matt will contact CA. No motion.

- 104 2<sup>nd</sup> Street, Onslow – Well Abandonment Letter Discussion and Possible Motion – Matt said a letter was sent. Matt will continue to speak with the local septic contractor involved and property owner to abandon the well. Private Well Grant (PWG) funds are currently available to assist the property owner with cost and can be submitted to the Environmental Health Office. No Motion

- Other Linn County Updates – Matt provided brief update on 8478 Slide Rock Road. He will send all delinquent maintenance contract letters in Jan. 2026.

**Jones County Environmental Health – Lisa Bogran**

- Present Jones County Enforcement Policy for Food and Hotel Licenses – A Policy/Procedure for Jones County Food Licenses has been created, based on the State Code. Moved by Denny seconded by Connie to accept the Jones County Enforcement Policy for Food and Hotel License. All aye. Motion carried.

- Returned Check Policy for this Department and Public Health – Motion moved by Connie seconded by Denny to approve returned check fee policy. All aye. Motion carried.

- Present Documents that have been signed/submitted/updated since last BOH Mtg – Discussed providing requested information for SAFHER, Contract Amendment #1 for PWG, Updated PWG Request for Water Analysis.

-FY26 Private 1<sup>st</sup> Quarter Well Grant updates and upcoming requirements including the Budget, 1<sup>st</sup> quarter claims, and provide 1<sup>st</sup> quarter PWG update for the progress report.

- PWG Jones County Policy and Procedures – Discussion of changes, motion by Denny, seconded by Connie to approve the PWG Policy and Procedures. All aye. Motion Carried. The updated document will be submitted this month.

- Other Environmental Updates – Update on training attended and future training opportunities January 6<sup>th</sup> through 8<sup>th</sup> in Cedar Rapids. There was an audit on Sept. 24<sup>th</sup> for the Environmental department receipts. Discussed past and present email accounts for this department and next steps.

**Jones County Public Health – Brad Knudson**

- Minimum Maintenance Code discussion occurred and it will be revisited next BOH mtg.

- Extending Billboard Contract – Motion by Denny to extend the billboard contract, Seconded by Connie, all aye. Motion Carried.

-Approval for NACCHO Conference – Motion by Connie for Brad to attend the NACCHO Conference in April, seconded by Denny, all aye. Motion carried.

- Update Signatory Authority for Brad – Motion by Denny to update signature authority for Brad, seconded by Connie, all aye. Motion Carried.
- Sharps Disposal –Brad provided an update, according to sanitation companies that he contacted sharps may be disposed of in the garbage if in a hard, sealed container with “sharps” written on the container.
- School Immunization Audits – Most schools know what is expected and are organized. Brad has had to assist some of the schools that don’t have a nurse on staff obtain the information, but overall, going well.
- Other Public Health Updates provided by Brad: None

Open Discussion – Next Meeting Date will be in December. This will be determined after a conversation is had with the Auditor to determine the budget timeline. Lisa will reach out to the Auditor, then to the BOH members to determine the next date.

Motion to adjourn by Connie at 8:28pm seconded by Denny, all Aye.

Recorded by Lisa Bogran, Jones County BOH Administrator/Jones County Environmental Health Coordinator

DRAFT