

Chickasaw County Board of Health
September 11, 2026
Meeting Minutes

The Chickasaw County Board of Health met at the Chickasaw County Community Services Building on Friday, September 11, 2026. Toni Friedrich, Chair, called the meeting to order at 9:00 a.m.

The members present were Joan Knoll, Jeremy McGrath, and Toni Friedrich. Absent: Karen Sinnwell and Dr. Brinkman.

The guests were Lisa Welter, RN, Administrator; Ann Knutson, RN, Assistant Administrator; Derek Lechtenberg, Env. Health Specialist.

A motion by Knoll, seconded by McGrath, to approve the agenda. Ayes: Knoll, McGrath, and Friedrich. Absent: Sinnwell and Dr. Brinkman. Motion carried.

A motion by Knoll, seconded by McGrath, to approve the August 14, 2026, Board of Health Meeting Minutes. Ayes: Knoll, McGrath, and Friedrich. Absent: Sinnwell, Dr. Brinkman. Motion carried.

Public comment: none

Environmental Health

Environmental Health Update

The agency's August activities were presented. Derek completed 7 septic site evaluations, 7 septic final evaluations, 1 binding agreement for a future installment, 4 time-of-transfers, and 1 well site evaluation. He also performed 31 water tests. Derek met with the DNR for a Master Matrix and signed off on a Minor Subdivision. Derek completed Radon Measurement Specialist testing and passed.

Septic Variance

Derek asked the BOH for approval on a septic variance. A Motion to approve the variance by McGrath, seconded by Knoll, with approval from the Chickasaw County Attorney. Ayes: Knoll, McGrath, and Friedrich. Absent Sinnwell, Dr. Brinkman. Motion carried.

Home Health

Home Health Update

The monthly home health update was shared. Census: 63; Medicare: 14; Medicare HMO: 2; Medicaid: 23; VA: 12; Other: 12; Referrals: 15; Admissions: 10; Discharges: 8; Non-billable: 2; Nurse visits: 126; Aide visits: 247; Homemaker visits: 186; and 111 therapy visits

Employee Evaluations

Lisa reported she completed 2 nurse evaluations. Both were favorable.

Review of Wage for New Assistant Administrator

A motion was made by Knoll, seconded by McGrath, to amend the motion from August 14, 2026 to adjust the salary from \$71,000 to \$74,000 starting January 1, 2027 for the new assistant administrator. Ayes: Knoll, McGrath, and Friedrich. Absent Sinnwell, Dr. Brinkman. Motion carried.

Business Operations

Monthly Claims

The Public Health claims totaled \$14,345.09. Mileage claims were \$2,381.26. The total for Public Health claims was \$16,726.35. Environmental Health claims amounted to \$1,268.56, bringing the grand total to \$17,994.91. A motion by Knoll, seconded by McGrath, to approve the claims as presented. Ayes: Knoll, McGrath, and Friedrich. Absent: Sinnwell, Dr. Brinkman. Motion carried.

Payroll Approval

A motion by McGrath, seconded by Knoll, to approve payroll for the periods ending 8/16/2026 and 8/30/2026. Ayes: Knoll, McGrath, and Friedrich. Absent Sinnwell, Dr. Brinkman. Motion carried.

Strategic Plan Update

Lisa provided an update on our strategic plan.

Public Health

Public Health Update

Communicable Disease Update: Lisa reported she had 2 communicable diseases in August. 1 case of pertussis, 1 case of Legionella.

Animal Bites

Lisa reported 3 dog bites and 1 bat bite in August.

Grant Update

The grant information was emailed out yesterday. Lisa said the Immunization Grant was billed \$1,733.47, and the Combat to Cancer Grant will have new money available in October.

District 3 Letter of Support

Lisa explained that the District 3 Letter of Support for Cerro Gordo Board of Health supports Cerro Gordo Board of Health's application to serve as the Public Health Lead Entity for Iowa HHS District 3 under RFP #PHTHOPD27001. A motion by Knoll, seconded by McGrath, to approve the letter of support and authorize the administrator to sign and send it. Ayes: Knoll, McGrath and Friedrich. Absent Sinnwell, Dr. Brinkman. Motion carried.

Memorandum of Understanding for Emergency Preparedness

A motion by McGrath, seconded by Knoll, to sign the memorandum of understanding for Emergency Preparedness. Ayes: Knoll, McGrath, and Friedrich. Absent Sinnwell, Dr. Brinkman. Motion carried.

Influenza Charge

A motion by McGrath, seconded by Knoll, to approve Influenza charge for high dose at \$70 and regular at \$40. Ayes: Knoll, McGrath, and Friedrich. Absent Sinnwell, Dr. Brinkman. Motion carried.

The next Board of Health meeting is scheduled for October 9, 2026, at 9:00 a.m.

A motion by Knoll, seconded by McGrath, to adjourn the meeting at 9:37 a.m. Ayes: Knoll, McGrath, and Friedrich. Absent: Sinnwell, Dr. Brinkman. Motion carried.

Ann Knutson, RN Assistant Administrator

Attested by Lisa Welter, RN, BSN
Chickasaw County Public Health Agency Administrator and County Public Health Agency
Administrator