

# Wayne County Board of Health Meeting Minutes

January 20, 2026

Wayne County Public Health

105 N Lafayette St, Corydon, IA 50060

**Members Present:** Dr. Joel Wells, Dorene McCart, Chris Moore, Brenda DeVore, Chuck McCullough, Dr. Lucas Whitney, Cindy Salsberry

**Members Absent:** None

**Staff Present:** Susan Moore, Jessica Hysell, David Rhodes

**Guests:** None

## **Call to Order**

The meeting was called to order by Wells at 9:02 am.

## **Approval of Agenda**

The agenda was reviewed. A motion to approve the agenda was made by Brenda Devore and seconded by Dorene McCart. Motion passed unanimously.

## **Approval of Minutes of September 15, 2025**

The November 17, 2025 meeting minutes were reviewed. A correction was noted that Dr. Lucas Whitney had been listed as present but was not present for that meeting. A motion to approve the minutes with the correction was made by Devore and seconded by McCullough. Motion carried unanimously.

## **Board of Health**

### **Election of Officers**

**Chair:** Whitney made a motion to nominate Dr. Joel Wells to continue serving as Board Chair. The motion was seconded by Salsberry. Motion carried unanimously.

**Vice Chair:** Wells motioned to nominate Dorene McCart to serve as Vice Chair. The nomination was seconded by Devore. Motion carried unanimously.

**Annual Forms:** Annual Conflict of Interest and Code of Ethics forms were distributed for Board members to review and sign as required by the State. Susan Moore explained that Medicare and state requirements require formal designation allowing specific individuals to sign documents on behalf of the Board. Susan Moore serves as the primary signatory authority and Heather Sharp as secondary if needed. A motion was made by Dorene McCart and seconded by Chuck McCullough to designate Susan Moore and Heather Sharp as signatory authorities. Motion carried unanimously.

## **Environmental Health Update**

**Daily Log:** David Rhoades reported that Environmental Health activity has been relatively slow during the winter months but continues to include nuisance complaints and general inquiries. He also discussed recent training updates and radon awareness. Board members discussed potentially sharing radon testing information with the public through county communication channels.

**Fee Policy:** David Rhoades presented a proposed change to the Environmental Health fee schedule to create a reduced fee category for simple septic repairs such as broken pipes or tank lid repairs. Major repairs would remain at the current rate. The sanitarian will determine if repair is minor or major. A motion was made by Whitey and seconded by DeVore to approve the amended fee schedule. Motion carried unanimously.

**Well Grant:** The Well Grant provides reimbursement funding for the proper plugging of abandoned wells. Wayne County was eligible for approximately \$45,400 in grant funding. The program reimburses costs quarterly based on work completed. Contractors certified to fill wells complete the work, and reimbursement is typically about \$700 per well, with additional costs sometimes paid by homeowners depending on project conditions. If counties do not utilize their grant funds, the state may reallocate unused funding to other counties.

**EH Wage Survey:** Rhoades presented an Environmental Health wage survey comparing compensation and staffing levels among counties of similar population sizes. The survey was reviewed for informational purposes to provide context on how Wayne County compares with other counties across the state.

While discussing the survey and general Environmental Health operations, office hours were brought up. Chris Moore raised concerns regarding the current Environmental Health office schedule and noted that the courthouse is generally open from 8:00 a.m. to 4:00 p.m. Rhoades explained that he typically works from approximately 6:45 a.m. to 3:00 p.m., which follows the schedule used by the previous Environmental Health staff member. He noted that earlier hours often allow him to meet with contractors before they begin work, particularly during the construction season when septic system installations and site inspections are more frequent. Rhoades also explained that the position requires a significant amount of field work and inspections, which can limit the amount of time spent in the office.

Board members discussed balancing contractor needs with public accessibility to Environmental Health services during standard courthouse hours. Additional discussion included the relatively limited amount of walk-in traffic for Environmental Health services, the possibility of posting office hours and contact information on the office door, and the option of seasonally adjusting work hours to accommodate contractor needs during busier construction months. Following discussion, Rhoades agreed to adjust Environmental Health office hours to 8:00 a.m. to 4:00 p.m., with seasonal adjustments coordinated with Secondary Roads schedules.

**FY27 Budget:** David Rhoades presented the FY27 Environmental Health budget. Board members discussed including Well Grant reimbursement revenue within the revenue section of the budget. A motion was made by Cindy Salsberry and seconded by Chris Moore to submit the FY27 Environmental Health budget with Well Grant revenue reflected in the revenue section. Motion carried unanimously.

### **Public Health Update**

**Financial Report:** Moore reviewed the Wayne County Public Health financial report. The Board reviewed revenue and expenditures for the current fiscal year. Moore noted that billing and reimbursement processes continue to improve and that older outstanding claims have largely been resolved. Overall, the department's finances remain stable and on track.

**Support Fund Financial Report:** Moore provided an update on the Wayne County Home Care Support Fund, which was established through the Wayne County Community Foundation following the closure of the home care agency to support services that help residents remain in their homes. Moore reported the fund began with approximately \$95,000, with an additional \$10,000 added following the final closure of the aide agency, bringing the balance to \$105,710.09. A reimbursement of \$4,877 was paid back to the county for salaries during the transition. Moore also reported \$2,265 in contributions and approximately \$18,000 in interest earnings, bringing the current balance to approximately \$123,000. Moore noted the fund may be used to support programs such as Mom's Meals for residents in need.

**Director Updates:** Moore provided departmental updates. Moore reported that six new windows have been installed at the Public Health office, which has improved heating efficiency in the building. Four additional windows are still scheduled to be installed. Moore noted that the total cost of the project is expected to be approximately \$30,000, and a budget amendment may be required to move funds between line items related to the window installation.

Moore also reported that the free clinic is currently not operating due to the inability to secure a provider to staff the clinic. Moore noted that approximately \$1,992 remains in the Free Clinic account, consisting of local donations and funds associated with the Free Clinic of Iowa. Moore reported that a letter had been sent requesting permission to transfer those funds into the Wayne County Home Care Support Fund so the funds may continue to be used to support the health needs of Wayne County residents.

**FY27 Budget:** Moore presented the proposed FY27 Wayne County Public Health budget. Moore reviewed projected revenue and expenditures and noted that the budget reflects the current operational needs of the department. The Board discussed general budget planning considerations and anticipated costs for the upcoming fiscal year.

A motion to approve the FY27 Wayne County Public Health budget was made by McCullough and seconded by DeVore. The motion carried unanimously.

#### Other Business

None

#### Public Comments

None

#### Meeting

Next BOH meeting: March 16, 2026 @ 9:00 am

#### Motion to Adjourn

McCart motioned to adjourn. Motion seconded by McCullough. All in favor. Motion carried at 10:23 am.

*Dolene McCart V. Chair*  
Board of Health Chair

*3/16/26*  
Date