

Wayne County Board of Health Meeting Minutes

July 13, 2026

Wayne County Public Health
105 N Lafayette St, Corydon, IA 50060

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

Members Absent: None

Staff Present: Susan Moore, Jessica Hysell, David Rhodes, Dawn Mouw (HHS), Angie Petit

Guests: None

Call to Order

The meeting was called to order by Wells at 7:02 pm.

Approval of Agenda

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

Approval of Minutes of May 18, 2026

The May 18, 2026 meeting minutes were reviewed. A motion to approve the minutes was made by Salsberry and seconded by McCart. Motion carried unanimously.

Approval of Minutes of June 29, 2026

The June 29, 2026 meeting minutes were reviewed. A motion to approve the minutes was made by DeVore and seconded by C. Moore. Motion carried unanimously.

Public Comments

None

Matura I-Smile

Angie Petit, I-Smile Coordinator, presented the annual kindergarten and ninth-grade dental audit results and reviewed services provided in Wayne County schools. Petit explained that I-Smile completes the required audits on behalf of the Board of Health and works with school nurses to increase completed dental screenings and forms. Susan Moore noted that Wayne County's new school nurse may be interested in becoming more involved with screenings.

Petit reviewed I-Smile services, including preschool screenings, fluoride varnish, oral health education, and school-based fluoride treatments and sealants. She also discussed the use of silver diamine fluoride to slow or stop tooth decay in children who may have difficulty accessing dental care. The program provides follow-up care coordination for children identified with dental needs and assists families with locating dental providers and accessing available dental coverage.

Petit reported that Wayne Community School District had 70 students receive services, with nine identified with cavities and 179 sealants placed. Seymour had 36 students receive services, six identified with cavities, and 98 sealants placed. Mormon Trail had 42 students receive services, nine identified with cavities, and 131 sealants placed. Petit noted that consent form return rates have improved through incentives and continued collaboration with school staff.

Dr. Wells asked about fluoride concerns and access to dental care for low-income families. Petit reported that access remains difficult for Medicaid recipients and discussed concerns related to changes in Medicaid dental plans and limited provider participation. Susan Moore noted that families may be automatically assigned a dental plan and have a limited timeframe to request a change, creating additional barriers when families are unaware of their coverage options.

Moore asked whether Public Health nurses could become more involved in identifying children with dental needs. Petit explained that Public Health staff can refer families directly to I-Smile for care coordination, assistance locating dental providers, and support accessing available dental coverage.

Environmental Health

Financial Report: David Rhodes presented the Environmental Health financial report and reported that approximately 20% of the department's budget remained unspent at fiscal year-end. Rhodes noted a recent expenditure for repairs to the Environmental Health truck. He also reviewed revenue received from Clarke County, reporting approximately \$14,522 from March through May, with June revenue to be reflected in the new fiscal year.

Cindy Salsberry asked how Clarke County revenue and expenses were reflected within the budget. Rhodes explained that a portion of the revenue reimburses Environmental Health expenses, including mileage and fuel costs, while administrative support payments are recorded under administrative services. Rhodes estimated that he travels approximately 400 to 500 miles per month related to Clarke County responsibilities.

Daily Log: Rhodes reviewed the Environmental Health Daily Log and reported that activity had slowed following a busy start to the year. He noted that several septic systems were scheduled for installation during the upcoming week.

Rhodes also reported on Environmental Health operations in Clarke County and discussed a significant enforcement issue involving a property east of Osceola where multiple campers and a shop were reportedly being used as residences. Property owners had refused access for inspection, and Environmental Health and Zoning were working with the Clarke County Attorney to obtain a search warrant. Rhodes stated that he would not enter the property without law enforcement assistance due to repeated law enforcement activity at the location.

Rhodes discussed differences in enforcement practices and communication with the Clarke County Attorney. He explained that his preferred process is to send an initial letter requesting voluntary cooperation before sending certified notice and referring unresolved matters to the County Attorney. Rhodes stated that this approach allows him to maintain working relationships with property owners while still pursuing enforcement when necessary.

Rhodes reported that continued collaboration and communication with the Clarke County Board of Health and Board of Supervisors will be important as Environmental Health processes continue to develop. He noted that operations have improved significantly and that progress continues toward establishing consistent procedures and effective working relationships.

Well Grant: Rhodes reported that the new FY27 Well Grant contract has been signed as part of a three-year agreement. However, annual grant funding was reduced from just over \$50,000 to approximately \$33,300, representing a reduction of roughly \$20,000. Continued outreach and advertising efforts remain in place.

Clarke County 28D Agreement: Rhodes reported that the Clarke County Board of Health approved continuing Environmental Health services through June 30, 2027. The revised agreement extends the previous term and changes the termination notice requirement from 30 days to 60 days.

Salsberry asked about the mileage reimbursement provision. Susan Moore recommended revising the agreement to reference the current IRS mileage reimbursement rate rather than listing a fixed amount, allowing future rate adjustments without requiring another contract amendment.

DeVore made a motion to approve renewal of the Clarke County Environmental Health agreement through June 30, 2027, including the 60-day termination notice and revision of mileage reimbursement language to follow the current IRS rate. Whitney seconded the motion. Motion carried unanimously.

Public Health Update

Financial Report: Susan Moore reviewed the Public Health financial report and reported that the department ended the fiscal year approximately \$133,000 under budget overall. Moore reported that Public Health had a strong final month, with nearly \$70,000 in revenue received through home health services, immunization funding, and other reimbursement payments near fiscal year-end.

Dr. Wells asked whether the strong financial performance could be expected annually. Moore explained that several revenue sources were one-time or timing-related and that the department does not yet have a consistent financial baseline due to recent operational changes, including the merger with the home care agency and expansion of services into Clarke County. Chris Moore agreed that changes in the department's structure make long-term budget comparisons difficult.

Moore noted that Public Health remained financially strong despite approximately \$25,000 in window replacement expenses during the fiscal year. Board members acknowledged the positive financial position while recognizing that future budgets should remain conservative until a more consistent operational baseline is established.

Clarke County Update: Susan Moore presented the proposed 28E Agreement for Wayne County Public Health to provide public health services and administrative oversight for Clarke County. Dawn Mouw, HHS, Community Health Consultant, attended the meeting and provided guidance based on her experience with county public health sharing agreements. Moore explained that the proposed agreement more clearly defines administration, services, staffing, compensation, liability, and termination provisions than Clarke County's previous agreement. The first year will serve as a transitional period, with a six-month review to evaluate the arrangement and make adjustments if necessary.

The Board discussed Wayne County representation at Clarke County Board of Health meetings. Members agreed that regular in-person attendance is important for communication and building effective working relationships, while retaining flexibility for another Wayne County representative or virtual participation when necessary.

Dr. Wells raised concerns regarding employee supervision, discipline, termination, and hiring authority. Discussion clarified that Clarke County employees will remain employees of Clarke County, while Wayne County Public Health will provide administrative oversight and supervision. The Board agreed that the agreement should clearly address Wayne County Public Health's involvement in hiring employees who will work under Moore's supervision. Dr. Whitney also requested clarification regarding Wayne County's role, and Mouw explained that Wayne County Public Health would serve as the public health agency responsible for providing services and implementing operational policies and procedures in Clarke County.

Mouw discussed previous county public health sharing arrangements and emphasized the importance of clear authority, communication, supportive Boards of Health, and consistent policies and procedures. Moore reported that Wayne County is updating its policy manual and that the revised policies can also be implemented in Clarke County to promote consistency between the two counties.

The Board discussed animal bite investigations at length, including current practices for responding to dog bites, quarantining animals, determining vaccination status, and coordinating with law enforcement and veterinarians. Concerns were raised regarding staff safety when responding to potentially aggressive animals or entering unsafe properties, as well as the liability associated with making decisions regarding quarantine, release, or other follow-up actions. Dr. Whitney emphasized the importance of veterinarian involvement in developing clear procedures and providing professional guidance when questions arise. Board members agreed that Wayne County Public Health should establish consistent animal bite investigation procedures and clearly define the roles of Public Health, law enforcement, animal owners, and veterinarians as services transition into Clarke County.

The Board reviewed compensation for administrative time, nursing services, communicable disease response, immunizations, tuberculosis services, emergency preparedness, secretarial support, mileage, and other responsibilities. Discussion emphasized that Wayne County should be fully reimbursed for the cost of providing services and should not subsidize Clarke County operations with Wayne County taxpayer funds. Members also discussed administrative and service support costs, grant-funded indirect costs, mileage reimbursement, and the need for flexibility if actual service demands exceed projected hours.

The Board reviewed liability and indemnification provisions and discussed protecting Wayne County Public Health, its Administrator, and staff when performing official duties in good faith under the agreement. Members supported clarifying each county's responsibility for its own Board of Supervisors, Board of Health, employees, and operations and ensuring appropriate liability coverage is maintained.

Salsberry raised concerns about assuming responsibility for an agency that has experienced significant leadership turnover and whether the additional workload could overextend Wayne County Public Health staff who have worked to strengthen and expand the department. Board discussion emphasized the importance of protecting current services, monitoring staff workload, and ensuring the agreement does not negatively affect Wayne County Public Health operations.

Following discussion, the Board identified revisions related to Board of Health meeting attendance requirements, approval of employee overtime, employment and hiring authority, termination procedures, dog bite investigations, and compensation and administrative support costs. Chris Moore made a motion to approve the Clarke County Public Health 28E Agreement pending the discussed revisions, review and approval by Wayne County Attorney Alan Wilson, and final approval by Dr. Wells. Chuck McCullough seconded the motion. A roll call vote was taken, with all members voting in favor except Salsberry, who voted nay. Motion carried.

Following approval by Dr. Wells and County Attorney Alan Wilson, the revised agreement will be forwarded to the Clarke County Board of Health Chair and Clarke County Attorney for review.

WCPH Transportation: Susan Moore presented vehicle quotes for possible purchase by Wayne County Public Health, as requested by Chris Moore at the previous Board meeting. Increased travel to Clarke County, along with having a vehicle available for staff to perform required job duties, prompted consideration of purchasing an additional department vehicle. The Board reviewed the vehicle options, including cost, fuel economy, warranty coverage, reliability, vehicle size, and all-wheel-drive capability. No action was taken, and the Board agreed to evaluate the need.

Employee Pay Increases: The Board discussed wage adjustments for Public Health staff whose workloads and responsibilities will increase with expanded department operations and the Clarke County agreement.

The Board discussed increasing Jessica Hysell and Ashley Miller's wages from \$20.69 per hour to \$22.00 per hour, effective July 1, 2026. The wage increases for Hysell and Miller are permanent and will not be reduced if the Clarke County 28E Agreement is dissolved or terminated.

The Board also discussed increasing Susan Moore's annual salary from \$85,490 to \$105,000, effective July 1, 2026, contingent upon implementation of the Clarke County 28E Agreement. If the agreement is dissolved or terminated, Moore's salary will return to the salary in effect immediately prior to the increase, adjusted to include any annual cost-of-living or performance-based wage increases approved by the Wayne County Board of Health during the term of the 28E Agreement.

The Board discussed on-call compensation and emphasized the importance of compensating employees for time spent remaining available and responsible for responding to Public Health needs outside of normal working hours. The proposed on-call pay of \$1.00 per hour would apply to any staff member assigned to take call, including Susan Moore, during non-working hours.

Chuck McCullough made a motion to approve the wage increases for Hysell and Miller, the Administrator salary increase contingent upon implementation of the Clarke County 28E Agreement, and on-call pay of \$1.00 per hour as discussed. Chris Moore seconded the motion. Motion carried.

Dorene McCart made a motion to reevaluate Public Health employee wages at the September 2026 Board of Health meeting. Chris Moore seconded the motion. Motion carried.

Cancer Rates/Initiatives: Susan Moore provided an update on Iowa and Wayne County cancer rates, including concerns related to HPV-related and oral cancers. Moore reviewed the Combat Cancer initiative, including cancer prevention, screening efforts, and telehealth tablets to improve access to cancer-related services in rural communities. She also reported on projects providing in-home radon testing kits and dermatoscopes with provider education to support cancer prevention and early detection.

Director Updates: Moore reported that Jessica Hysell has been working to update and reorganize the Public Health policy manual. Existing policies are being reviewed for consistency, formatting, and regulatory compliance. Moore stated that the updated policy structure will provide a more cohesive operational manual for Wayne County and can also be implemented as Public Health services transition into Clarke County.

Moore reported that Nine2Thrive proceeded with reducing Jerica's position from full-time to part-time despite concerns previously presented to the Board. Moore stated that program funding is being redirected toward Polk County. Board members acknowledged the outcome and thanked Moore and Mouw for their work on behalf of Wayne County Public Health.

Other Business

None

Meeting

Next BOH meeting: September 21, 2026 @ 9:00 am

Motion to Adjourn

McCullough motioned to adjourn. Motion seconded by Salsberry. All in favor. Motion carried at 9:18 am.


Board of Health Chair


Date

