



Warren County Board of Health
Minutes
March 5, 2025

The Warren County Board of Health met on Wednesday, March. 5, 2025, at 6:00 p.m. in person and by Zoom meeting. The virtual meeting option is provided for convenience and cannot guarantee access; if a member of the public wishes to ensure participation in the meeting, they should consider attending in person if possible.

Board members present were Gretchen Schrock, Bill Gross, and Dr. Zachary. Also present by Zoom were Wanda Hilton, Sandra Doerring. Joelle Stolte was also present. Dr. Zachary called the meeting to order at 6:05 p.m.

Gross moved to approve the agenda, seconded by Schrock, unanimous.

Gross moved to approve the Dec.4, 2024, Board of Health minutes, seconded by Schrock, unanimous.

Assessment

New Business

Introduction and presentation of EH Sanitarian Tyler Till: EH update status Report

Continued Business

The Department update was given by Stolte.

Communicable Disease Report was received, reviewed, and filed

WCHS Program Reports received, reviewed, and filed

Policy Review

New Business - None

Continued Business

Schrock moved to approve the unchanged Administrative Policies:

- a) Financial Data Form Definitions Policy
- b) BOH By-Laws
- c) BOH Electronic Meeting Policy
- d) Signature Authorization

seconded by Doerring, unanimous.

Schrock moved to approve the Changed Nursing Policies:

- e) Wait List Policy

seconded by Doerring, unanimous.

Schrock moved to approve the unchanged Nursing Policies:

- f) Admission to Service Policy
- g) Advance Directive Policy
- h) Best Practices Policy
- i) Clinical Record Policy
- j) Intake Policy
- k) Intravenous Therapy Policy

- l) Medical Management Guidelines Policy
- m) Not Home Found Policy
- n) Office Visit Policy
- o) One Time Nursing Visit Policy
- p) Orientation Nursing Policy

seconded by Hilton, unanimous

Gross moved to approve the unchanged Environmental Health Policies:

- q) Septic Fee Schedule
- r) Septic System Permitting and Inspection
- s) Variance Policy

seconded by Doerring, unanimous

Gross moved to table the BOH Directory, motion for BOH member positions

seconded by Schrock, unanimous

Assurance

New Business

Schrock moved to approve Septic Tank Self-Installation Variance for 23831 Hughes Lane Pleasantville, IA 50225 seconded by Gross, unanimous.

Continued Business

FY25 Jan./Feb. Budget Report was received, reviewed, and filed

Health Services Complaint Log received, reviewed, and filed

Health Services Incident Report Log received, reviewed, and filed

Private Wells Report, received, reviewed, and filed

Environmental Health Reports received, reviewed, and filed

The next meeting will be held on Wednesday, April 2, 2025, at 6:00 p.m.

Meeting was adjourned at 8:50 p.m.

Respectfully submitted, Joelle Stolte