



Warren County Board of Health

**November 5, 2025, 6:00 pm**

Board Room, Second Floor

301 N. Buxton St, Indianola, IA

**TOPIC:** Warren County Board of Health Meeting

Warren County Health Services

301 N. Buxton Suite 202, Indianola Iowa

Contact: Joelle Stolte PhD, MPH 515-690-9190

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**Topic: WARREN COUNTY BOH OCTOBER 2025 MTG**

Time: NOVEMBER 5, 2025, 06:00 PM Central Time

Join Zoom Meeting

[WARREN COUNTY BOH MTG NOV. 2025](#)

Meeting ID: 814 0476 9414

Passcode: 414896

One tap mobile

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+13052241968,,81404769414# US

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.

## Assessment

Essential Service 1: Assess and monitor population health.

Essential Service 2: Investigate, diagnose, and address health hazards and root causes

Agenda Item #	Topic of Discussion	Attachments	Action Needed
1	Call to Order: Role Call	Doerring, Gross, Hilton, Schrock, Zachary	YES
2	Approval of Agenda	Agenda	YES
3	Review & Accept: BOH Minutes From August 6, 2025	Minutes	YES

### Public Input

(Comments will be limited to 3 minutes per individual. The Board will not take any action on the comments due to the requirements of the Open Meetings Law but may do so in the future.)

	New Business Continued Business		
4	<b>Environmental Health Updates</b> <ul style="list-style-type: none"> <li>• Variances/Waivers</li> <li>• EH Reports</li> <li>• Private Wells Report</li> </ul>	1. Discussion with possible Action Regarding Soil Scientist for Todd Carroll 2. Discussion Regarding inconsistencies with soil scientists' recommendations on Septic Systems 3. EH Reports <ul style="list-style-type: none"> <li>• Septic</li> <li>• TOT</li> <li>• Pool &amp; Tattoo</li> <li>• Public Nuisances</li> <li>• Rabies Investigations</li> </ul> 4. Private Wells Report	YES YES YES YES
5	Presentation from WIC Program Administrators' Update <ul style="list-style-type: none"> <li>• Administrator Updates</li> <li>• Communicable Disease report</li> </ul> WCHS Program Reports	5. Karen Goff WIC update 6. Discussion Regarding Madison County PH 7. Discussion Regarding IHHS THRIVE Program 8. Dept. Updates 9. IDDS Report 10. Report: Monthly Reports	NO NO NO

## Policy Review

Essential Service 3: Communicate effectively to inform and educate.

Essential Service 4: Strengthen, support, and mobilize communities and partnerships.

Essential Service 5: Create, champion, and implement policies, plans, and laws.

Essential Service 6: Utilize legal and regulatory actions

Agenda Item #	Topic of Discussion	Attachments	Action Needed
	<b><u>Continued Business Policies &amp; Procedures</u></b>		
6	<b>Administrative Policy Review</b> <b>Lead Program Policy Review</b> <b>HCA Program Policy Review</b> <b>Nursing Policy Review</b>	<b>New or Changed Administrative Policies/Procedures</b> a) Abuse Training & Reporting Policy and Procedure b) Incident Report Policy. Procedure c) Orientation and Annual Employee Training Checklist <b>Unhanged Administrative Policies</b> a) Marketing Policy b) Media Relations Policy c) Mileage Reimbursement d) Off without Pay Policy e) OIG Check Policy f) On-Call Policy g) Operating Budget Annual Policy h) Medical Advisory Agreement Zacary Signature i) Mission Statement- Vision Statement <b>Unchanged Lead Program Policies</b> j) CLPPP Policy k) Lead Case Management Policy l) Lead Inspection Credentialing Policy m) Lead Inspection Policy <b>Unchanged HCA Program Policies</b> n) Emergency Response Policy HMK-HCA o) Financial Records for Billing Services Policy p) Non-Direct Client Service Time Policy q) Program Description and Goals HCA-HMK Policy r) Respite Documentation Policy s) Respite Records and ER Clients Sig. Page Policy t) Respite Records and ER Contacts Policy u) Service Priorities HCA-HMK Policy v) Supervision Documentation of Home Care Aid Policy w) Training and Evaluation Policy <b>New or Changed Nursing Policies/Procedures</b> x) Physicians Orders confirmation Policy y) Plan of Care Policy/Procedure z) Plan of Care Instructions Procedure	YES YES

## Assurance

Essential Service 7: Enable equitable access.

Essential Service 8: Build a diverse and skilled workforce.

Essential Service 9: Improve and innovate through evaluation, research, and quality improvement.

Essential Service 10: Build and maintain a strong organizational infrastructure for public health.

Agenda Item #	Topic of Discussion	Attachments	Action Needed

7	<b>Assurance: New Business</b>	<ol style="list-style-type: none"> <li>1. Request for approval for contract PHTHOEL26091 PW Grant Amendment #1</li> <li>2. Request for approval for THRIVE 4RKids Contract Extension Amendment #2</li> <li>3. Request for approval for approval 28E addendum #1 between Warren and Madison counties for Immunization, communicable Disease, and TB services</li> <li>4. Request for approval for 28E addendum #2 between Warren and Madison Counties for all Public Health Services and Shared PH Administrator- signature authority</li> <li>5. Request for approval for CONTRACT FWBPECA26005 THRIVE Program between IHHS and Warren County for 3 yrs 1/1/2026 thru 06/30/2029</li> <li>6. Review VFC Compliance Site Visit</li> </ol>	YES YES YES YES YES NO
	<b>CLOSED SESSION</b>	Closed session, pursuant to Iowa Code 21.5(1) A governmental body may hold a closed session only by affirmative public vote of either two-thirds of the members of the body or all of the members present at the meeting. A governmental body may hold a closed session only to the extent a closed session is necessary for any of the following reasons: as outlined in Iowa Code 21.5 (1) (a-l).	YES
	<b>Return to PUBLIC MEETING</b>	<b>MOTION TO RETURN TO PUBLIC MEETING</b>	YES
8	<b>Assurance: Continued Business</b>	<ol style="list-style-type: none"> <li>1. FY26 November Budget Summary</li> <li>2. Health Services Complaint Log - None to report.</li> <li>3. Health Services Incident Report Log- None</li> </ol>	NO YES
9	<b>Adjourn</b>	Next Meeting Date: December 3, 2025	