



## **PUBLIC HEALTH**

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**Danielle Pettit-Majewski, BS, MPH, Director**

**Board of Health**  
**Joni Bosch, PhD, ARNP**  
**Vice Chair, Zachary J. Pollock, PharmD, MS**  
**Peter D. Wallace, MD, MS**  
**Chair, Melanie Wellington, MD, PhD**  
**Michelle Weckmann, MS, MD**

### **JOHNSON COUNTY BOARD OF HEALTH** **January 15, 2025** **MEETING MINUTES** **4:00 pm**

**Call to Order:** Zachary Pollock, PharmD, MS called the meeting to order at 4:00 pm.

**Roll Call:** Peter D. Wallace, MD, MS; Zachary Pollock, PharmD, MS; Joni Bosch, PhD, ARNP; Melanie Wellington, MD, PhD; Michelle Weckmann, MS, MD

**Staff:** Danielle Pettit-Majewski, Director; Sam Jarvis, Community Health Manager; Rob Thul, Environmental Health Manager; Matt Waldschmidt, Fiscal Manager; Mike Casella, Performance Improvement and Accreditation Coordinator; Alissa Sotzen, Grants Analyst; Susan Denny, Secretary II

**Others Present:** David VanCompernelle, Assistant County Attorney

**Approval of Minutes:** Motion by Wellington to approve the corrected December 19, 2024 meeting minutes; seconded by Wallace. The motion passed unanimously.

Motion by Wellington to approve the November 20, 2024 meeting minutes; seconded by Wallace. The motion passed unanimously.

**Next Regular Meeting Date and Time:** February 19, 2025 in Conference Room 203 at 4:00 pm in the Health and Human Services Building.

**Citizen Comments / Questions / Issues:** None

**Staff Updates:** Pettit-Majewski reported Mike Casella, Performance Improvement and Accreditation Coordinator submitted his resignation effective January 31, 2025 to accept a position with the City of Cedar Rapids.

**Financial Update:** Waldschmidt reported budget expenditures and revenues for the second quarter. Expenses were slightly over budget at 50.22% of the annual budget (approximately fourteen thousand dollars) due mainly to influenza and COVID-19 vaccine purchases which will be reimbursed as well as Hawkeye Area Community Action Program (HACAP) funds, also a pass-

through expenditure. Revenues for the quarter are slightly under budget at 47.16% (approximately eighty-six thousand dollars) mainly due to grant fund delays, which are still projected to be spent down by the end of the fiscal year and should be reflected in the third quarter report. He presented department and division breakdowns for the second quarter with a power point slide show. Waldschmidt responded to questions and comments from BOH members about the budget and future adjustments to specific line items in the budget.

**DISCUSSION / PRESENTATION(S):** None

**ACTION ITEMS**

**Expenditures Over \$3,000:** None

**Applications, Contracts and Agreements:**

**OTHER**

- **RFA 25-01 Board of Health Officer Appointments:** Pettit-Majewski introduced new BOH member Michelle Weckmann, MS, MD. Weckmann gave a short history of her background and experience in psychiatry work at the Veteran's Administration and the University as well as current medical director at Iowa City Hospice. BOH members welcomed Weckmann.

Annual nominations for BOH Officer appointments proceeded. Wallace nominated Wellington to be Chair of the BOH and Pollock as Vice Chair. Pollock asked for a motion to approve Wellington as Chair and Pollock as Vice Chair.

**Motion** by Wallace to approve Wellington as Chair and Pollock as Vice Chair; seconded by Bosch. The motion passed unanimously.

- **RFA 25-02 Board of Health Meeting Dates:** Pettit-Majewski asked the BOH for approval of the proposed 2025 meeting dates provided in their packet or if there was a different time and day that would be more convenient. Pollock added the BOH has the ability to change the date, time and location of the meeting with a thirty-day notice if necessary. Pettit-Majewski noted Wellington will be out of the country on the October meeting date. Pollock proposed moving the October meeting date to accommodate Wellington's schedule to October 23, 2025

**Motion** by Wellington to move the October 15, 2025 meeting date to October 8, 2025. Wallace then asked for a change from the October 8, 2025 date to October 22, 2025 to accommodate his schedule. Pettit-Majewski had a conflict with the October 22, 2025 date. It was decided to move the October meeting date to Thursday, October 23, 2025. Wellington amended her motion to approve the 2025 BOH meeting dates with the edit to move the October 15, 2025 meeting date to October 23, 2025; seconded by Bosch. The motion passed unanimously.

- **RFA 25-03 Signatory Authority:** Pettit-Majewski asked for BOH approval to grant signatory authority to meet requirements showing proof that Pettit-Majewski has authority to sign contracts with the State of Iowa. The BOH Chair could sign if signatory authority is not approved. She added enforcement of this requirement has become necessary due to unapproved signatures on contract documents in other counties across the State.

**Motion** by Wallace to approve Pettit-Majewski, Director, JCPH as the designated signatory authority; seconded by Bosch. The motion passed unanimously.

- **Strategic Plan Updates:** Casella reported the fourth quarter of 2024 update. He highlighted goals achieved including priority one; 100% of current staff has completed the online Building Health Equity training series spurring discussions with statewide HealthEquity groups especially Black Hawk, Linn and Johnson counties creating in-person secondary training for new employees with a high level of positivity by participants from the three counties. Casella reported on several other goals resulting in creation of the Healthy Dose Podcast, and Mission, Vision, Value quarterly awards as well as the annual Mission and Vision award. Casella outlined upcoming activities coinciding with Public Health Week and involving graduate students and post-graduate students from the College of Public Health to participate in interactive sessions with JCPH division staff. He provided information on the Strategic Plan, Workforce Development and Performance Management. Casella described additional future plans including Succession Planning and various other activities and statistics. Casella responded to questions and comments from BOH members.

### **Reports / Inquiries:**

**County Attorney:** None

**Members, Board of Health:** Wallace commented the Board of Health should do more to recognize staff. He recalled the first summer of COVID-19 and the effect on staff morale issues and presenting staff with gift cards to help boost morale. He encouraged the BOH to become involved at that level again. Wellington suggested recognition of staff discussion as an agenda item in an upcoming meeting.

**Director:** Pettit-Majewski highlighted activities by JCPH staff and video featuring Wellington addressing influenza. She also reported JCPH will be moving away from the Meta platform and have added Bluesky as an alternative. JCPH will use other platforms for emergency communications. She also reported on communications with dairy farmers relating to disease prevention as well as various other staff updates and activities. Pettit-Majewski reported that Mandi Remington, Board of Supervisors will be the new JCPH BOS liaison who will be touring the Public Health department and discuss future needs, especially in Clinical Services.

Pollock asked for a motion to adjourn the meeting.

**Motion** by Bosch to adjourn the meeting; seconded by Wallace. The motion passed unanimously.

Pollock adjourned the meeting at 4:54 pm.

Approved by Board of Health Action on

February 19, 2025

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Date

Submitted by:

Susan Denny, Secretary II

Signature on File

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Melanie Wellington, MD, PhD, Chair