



JASPER COUNTY

HEALTH DEPARTMENT - IOWA

Jasper County Board of Health Agenda

Mission: Protecting and improving the health of Jasper County.

Thursday, November 13, 2025, 11:00 AM

Jasper County Office Building, 315 W. 3rd St. N., Large Conference Room, Newton, Iowa

A hybrid option is available via Zoom link at the end of the agenda.

1. **Tentative Agenda** ([Attachment](#), 2 pages) Informational
2. **Call to Order.** Time: _____
3. **Roll Call of Jasper County Board of Health members:**
 - ☐ Julie Smith, Chair
 - ☐ Dr. Andrew Cope, Medical Director
 - ☐ Donna Akins
 - ☐ Jody Eaton
 - ☐ Doug Cupples, Board of Supervisors
4. **Introduction of others present:**
5. **Approval of Minutes:** ([Action](#)) September 11, 2025, minutes ([Attachment](#), 2 pages)
6. **Agenda Approval:** ([Action](#)) Consider and approve the agenda
7. **Citizen Comments:** The public may comment on public health items (Limit: 3 minutes)
8. **Outside Agency Reports:** (Information Only)
 - ♦ **Environmental Health:** Kevin Luetters, Community Development Director
 - September and October reports ([Attachment](#), 1 page)
 - ♦ **American Lung of Iowa:** Emma Krapfl, updates

Old Business:

9. **IHHS Updates** Informational ([Attachment](#), 2 pages) and links
 - a. [Shared Responsibility Model](#) (summary) dated 8.21.2025
 - b. System Partner Roles and Responsibilities
 - c. [Iowa DODG Taskforce Report](#) ([Attachment](#), 1 page)

New Business:

10. Approval of Board of Health Meeting Dates for 2026 ([Attachment](#), 1 page) ([Action](#))
11. Recommendation to Board of Supervisors to reappoint Jody Eaton to a 3-year term. 1/1/2026-12/31/2028. ([Attachment](#), 1 page) ([Action](#))

Employee Reports: (Information Only)

12. **Health Department Report.** ([Attachment](#), 1 page)
 - [Opioid Settlement Funding:](#) Interviews 11/7/2025

- Jasper County Cares Coalition: Meeting 11/12/2025
- Budget for FY27 and FY26 adjustments are usually the end of December.
- Public Relations: daily social media, Resource guide bags, Schools Red Ribbon Week.

Public Health

- Immunizations: School and daycare audits completed.
 - Communicable diseases:
 - County Health: Flu shots and employee blood draw (10/28/2025) completed.
- Office**: Home care reimbursement and Car Seat Event 11/8/2025.

13. **Employee Evaluation**: Rebecca “Becky” Pryor, Administrator
 Motion for Closed Session **(Action)** Time: _____
 Possible Closed Session pursuant to:

Iowa Code Section 21.5 (1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session. Iowa Code Section 21.5 (1)(a) to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.

Return from Closed Session Time: _____
 Motion to Return to regular meeting: **(Action)**

14. **Next meeting**: Thursday, January 8, 2026, 11:00 AM
 a. Budget for FY27, any FY26 adjustments
15. **Motion to adjourn the meeting**: **(Action)** Time:

Register in advance for Zoom Meeting <https://zoom.us/meeting/register/JOi-z4M7QzmjO6qTgA7Wtw>

The hybrid/virtual meeting option is provided for convenience, but it cannot guarantee access. To ensure participation, members of the public should attend in person.
 Contact: Becky Pryor, bpryor@jasperia.org

Jasper County Board of Health Minutes
Thursday, September 11, 2025, 11:00 AM
Jasper County Office Building, 315 W. 3rd St. N., Large Conference Room, Newton, Iowa

- Call to Order. Time: 11:00 AM
- Roll Call of Jasper County Board of Health members: Dr. Andrew Cope: Medical Director, Donna Akins, Jody Eaton, Doug Cupples, Board of Supervisors.
- Board members absent: Julie Smith, Chair, at a conference.
- Introduction of others present: Staff: Becky Pryor, Kristina Winfield, Melissa Gary.
- Others: Kevin Luetters, Andrew Main, Hunter Teague: Community Development; Lauren Asman, ERF.
Online: Heather Bombei, IHHS; Jamee Pierson, Newton News.

Motion to approve the July 10, 2025, meeting minutes. See 2-page attachment.

Motion by Dr. Cope, seconded by Donna Akins, motion passed unanimously.

Motion to consider and approve the agenda. See the 2-page attachment.

Motion by Jody Eaton, seconded by Doug Cupples, motion passed unanimously.

- Comments from the public: None
- Outside Agency Reports: Information Only
- Environmental Health: Kevin Luetters, Community Development Director.
 - July and August reports. See 1-page attachment
 - New staff: Hunter Teague and Andrew Main.

Other Environmental

- EH onboarding from IHHS. See 11-page attachment.
- Environmental health plays a vital role in protecting community well-being through safe water, food safety, clean air, healthy housing, and more. Having EH Consultants at regional meetings helps share timely updates on emerging issues, fosters stronger communication across programs, and supports a coordinated approach to community health. Environmental health addresses needs in their counties, such as responding to concerns about mold, bed bugs, or other environmental hazards. Environmental Health is Public Health.
- Quarterly EH webinar 9.2.2025 included information about building asbestos, lead, water supply, radon, & environmental issues that affect health, such as where people live, etc.
- Radon Kits: Hotline 1-800-383-5992 American Lung Association- Order kits.
- Private Well Grants: Be Informed. See 1-page attachment.
- New Private Well Forms. See 2-page attachment.
- Guide created for new staff in environmental health about public health and resources.
- MICA: Megan Thompson, Health Services Director. No formal report. Not present
 - Reported that they moved to the lower level of Capstone BH on 9.2.25.
- EFR: Lauren Asman was present.
 - Report September 2025 See 1-page attachment. Many changes in staff.
- American Lung: Emma Krapfl, Specialist. Not present
 - FY25Q4 Newsletter. See 2-page attachment.
 - FY25 Eval Template for Jasper County See 2-page attachment
 - FY26Q1 Report. See 2-page attachment

Old Business:

- IHHS Updates, Meeting 9/16/2025 and 10/31/2025. Heather Bombei explained to the board that IHHS

plans to hold town hall meetings, and she will make the board aware of the dates.

- [Iowa PCA Behavioral Health Navigation](#)

New Business:

- Open Meeting: HF706: See 5-page attachment. We will need to train if we have new members.

Other: (Information Only)

- Becky Pryor, Administrator, Health Department: Report. See 1-page attachment
 - Community Health Improvement Plan (CHIP): Housing sheet. See 4-page attachment. Already changed. Meeting planned for housing on 9/17/2025.
 - [Opioid Settlement Funding](#): Opioid funds are available and are taking applications until 10/31/2025.
 - This 4th round of funding is focusing on substance abuse: treatment and infrastructure.
 - [Jasper County Cares Coalition](#): Meeting 8/13/2025 and 9/10/2025. Next meeting will be 10/8/2025.
 - Kristina, Public Health
 - Immunizations: School and Daycare Audits See 3-page attachment.
 - [VFC Audit](#) conducted on 09/09/2025 went very well. No issues found.
 - Communicable diseases: Legionnaires' Disease, Marshall Co. See 2-page attachment
 - Public Relations: Setting dates for employee flu shots and employee blood draw.
 - Melissa, Assistant: 4 home care reimbursement clients and one car seat.
 - Next meeting: Thursday, November 12, 2025, 11:00 AM

Motion to Adjourn: Time: 11:36 AM

Motion by Donna Akins, seconded by Jody Eaton, motion passed unanimously.

Board Member's Signature

Date

Minutes taken by Melissa Gary on 9/11/2025

Environmental Report for Jasper County Board of Health
7/1/2025 to 6/30/2026

[illegible]

Shared Responsibility Model

System Partner Roles & Responsibilities

Local Providers

Local providers will continue to play an essential role in providing activities and services to lowans and their communities. This model creates the opportunity for local providers to maximize their resources and concentrate their efforts in the areas of work they choose to focus on, while allowing them to coordinate and collaborate with other district providers and partners to address needs that cannot be met by their agency. Local provider responsibilities include:

- **Contracting with a district lead entity** to provide activities and services locally;
- **Implementing local level activities**, according to its contract with the lead entity, to achieve district outcomes;
- **Collaborating** with the lead entity and other local providers and partners in the district; and
- **Reporting service provision data** and progress toward meeting district plan activities to the lead entity.

Lead Entities

A lead entity's responsibilities are focused on the **district** service system. Lead entities are charged with organizing and overseeing a district and ensuring the delivery of activities and services throughout that district. Many HHS contracts will be with district lead entities, who will have the ability to contract with a variety of local providers to ensure equitable service delivery throughout the district. Lead entity responsibilities include:

- **District assessment and planning**, including working with local providers and partners to assess community needs and develop district plans.
- **District-level system coordination**, including conducting an environmental scan to develop a comprehensive network of local providers that are able and interested in providing the activities and services outlined in the district plan.
- **Data collection, use, and sharing**, including the collection of performance and outcome data, and reporting outcomes to district providers and partners.
- **Collaboration and partnership building**, including building and maintaining relationships with partners to achieve district outcomes and ensure continuity of care, providing training and technical assistance to local providers, and helping partners navigate changes within the district system.

Iowa HHS

Iowa HHS will continue to serve in its role as a leader and partner in protecting health and providing high quality services to Iowans. In the shared responsibility model, Iowa HHS is responsible for establishing and implementing a statewide service system that supports equitable, statewide access to all the services offered through each service system, as well as offering specialized services that focus on at-risk populations. Iowa HHS responsibilities include:

- **Statewide assessment and planning**, Iowa HHS will conduct assessment and planning activities for the state by:
 - Assessing service system needs;
 - Developing a service system statewide plan with system partners; and
 - Developing policies and procedures to guide the administration of the service system.
- **State-level system coordination**, Iowa HHS will provide state-level system coordination through:
 - Contracting with lead entities to implement district plans;
 - Approving district plans and budgets;
 - Overseeing and monitoring lead entities to ensure contract compliance;
 - Implementing statewide activities identified in the service system statewide plan; and
 - Evaluating service system outcomes.
- **Data collection, use, and sharing**, Iowa HHS will collect, use, and share data by:
 - Leading the data strategy for the service system;
 - Conducting statewide surveillance and epidemiological activities; and
 - Sharing data reports with service system partners.
- **Collaboration and partnership building**, Iowa HHS will collaborate and build partnerships with local providers by:
 - Providing education and technical assistance to district lead entities;
 - Building and maintaining relationships with partners; and
 - Helping partners navigate changes within the service system.

The responsibility of helping Iowans thrive, where individuals, families, and communities are safe, resilient, and empowered to be healthy and self-sufficient, does not lie with just one service system partner...**it is our SHARED RESPONSIBILITY.**

COUNTY EXPENDITURES



FUNCTION	CURRENT	RECOMMENDED
Drivers license services, motor vehicle registrations, and motor vehicle licensing	99 county treasurers	Iowa Department of Transportation
Secondary road administration, engineering, construction, and maintenance	99 county engineer departments	Iowa Department of Transportation
Residential, commercial, industrial, and agricultural property assessment	106 assessor's offices (99 county, 7 city)	Iowa Department of Revenue
Geographical Information Systems (GIS) administration, systems and programming, and operations	99 county administrative departments	Iowa Department of Homeland Security and Emergency Management
Boards of Public Health administration and communicable disease prevention and control Services, such as epidemiological investigations, immunizations and vaccinations, laboratory services, medical examinations, rehabilitation centers and clinics, and lead poisoning programs	99 county physical health and social services departments	Iowa Department of Health and Human Services
Coordinating disaster preparedness, response, and recovery efforts at the local level	99 county Emergency Management Agencies (EMA)	Iowa Department of Homeland Security and Emergency Management
Issues all Iowa DNR resident and non-resident hunting and fishing licenses, deer tags, turkey tags, and other tags	99 county reorder offices	Iowa Department of Natural Resources
Registering boats, snowmobiles, ATVs, ORVs, UTVs, and ORMs	99 county reorder offices	Iowa Department of Transportation
Receiving and processing 911 calls from various sources, including landlines, cell phones, and VoIP (Voice over Internet Protocol) services, as well as Text-to-911 messages	110 Public Safety Answering Points (PSAP) across 99 counties	Iowa Department of Homeland Security and Emergency Management



Board of Health Dates 2026

Second Thursday of odd months

January 8

March 12

May 14

July 9

September 10

November 12

Time: 11 AM

Jasper County Office Building

315 W 3rd St N, Large Conference Room, Newton, IA 50208

Meeting dates subject to change with Board of Health Approval

(Required to have 6 per year)

Jasper County Board of Health Roster as of 5.13.2025

Dr. Andrew Cope, Medical Director

Term Expires: December 31, 2027 (reappointed on 9/24/2024)

Member since 2018 – 7 years

Donna Akins

Term Expires: December 31, 2026

Member since 2019- 7 years

Julie Smith, Chair

Term Expires: December 31, 2027 (reappointed on 9/24/2024)

Member since 1/2022- 4 years

Jody Eaton

Term Expires: December 31, 2025

Member since 1/2023- 3 years

Doug Cupples Appointed 11/26/2024

Term Expires: December 31, 2026

Member since 1/2025- 1 year

Jasper Co. Health Dept FY25

Public Health	July	Aug	Sept	Oct	Totals
Communicable Disease	5	10	5	4	24
TB medication per day	30	55	30	31	146
Immunization given	7	71	3	17	98
School Audits			2550	2744	5294
Daycare Audits			256	198	454
Health Fair/Com Ed/Cares.- # approx.	310	450	305	7000	8065
Car seat installed	1	0	5	8	14
Promotions/Outreach					
Instagram impressions	209	231	119	560	1119
Instagram followers	524	525	523	522	2094
Facebook impressions: JCHD + Cares	26032	27094	27702	39675	120503
Facebook followers: JCHD + Cares	5297	5300	5307	5309	21213
Media-articles,ad,mentions	10	10	6	7	33
Media reach: appr./15,000	150000	150000	90000	150000	540000
Website reach including resource guide	1910	2210	2417	2494	9031
Home Care Aide - reimbursement					
Total clients per month	4	4	4	3	15
Claims paid in month	\$1,120	\$788	\$788	\$910	\$ 3,605
Referrals Made/Outreach/Resources					
# referrals- on grant tracker form	278	674	395	317	1664
Grant billed					
Local Public Health Services-3% hold	\$20,446	\$18,261	\$21,762	\$25,502	\$85,971
Emergency Prep- PHEP	\$3,995	\$4,305	\$894	\$2,154	\$11,348
Immunization grant	\$3,307	\$3,391	\$3,476	\$1,025	\$11,199
Other funding: Decat	\$0	\$0	\$0	\$0	\$0
Total billed for month	\$27,748	\$25,957	\$26,132	\$28,681	\$108,518

rounded

JASPER COUNTY DEPARTMENT HEAD PERFORMANCE EVALUATION

Employee Name: _____

Job Title: _____

Dates of Review Period: _____

5 - Outstanding	4 - Exceeds Expectations	3 - Meets Expectations	2 - Needs Improvement	1 - Unacceptable
Responsibilities	Rating	Comments		
Keeps Supervisors informed of department activities or issues as they develop, Follow-up on requested items.				
Communication: keeps employees informed, written & oral communication is clear, organized and effective.				
Cooperation & Teamwork: respectful of others, demonstrates the ability to get along with coworkers / elected officials.				
Supervisory Skills: handles department personnel well, leads by example, helps develop others in or out of department.				
Manages department's finances / budget, makes sound decisions, exercises good financial judgement.				
Public Relations: Interaction between department and the public representing the County professionally and effectively				
Professionalism: keeps current on laws and regulations affecting the department and the County.				
Initiative: resourceful, brings new ideas, improvements and techniques to the department or County's operations.				

Planning / Organizing: prioritizes tasks, anticipates needs, flexible and makes adjustments to complete tasks.		
Conflict Resolution: discuss issues with others in a professional manner, works to find solutions, respectful of others		
Overall Rating		

Do you currently complete performance evaluations on your employees?

Strengths:	Weaknesses:
Goals:	
What do you need from the Board of Supervisors or need us to understand for you to accomplish your goals?	

I acknowledge, my performance has been reviewed by the Board of Supervisors, and this report will be placed in my personnel file as a permanent record. I acknowledge I was given the opportunity to ask questions and provide feedback.

Employee's Signature

Date

Supervisor's Signature

Date