

Henry County Board of Health

January 7th, 2026, 12:30 p.m.
Public Health Conference Room

Minutes

Attendance: Board Members –Mike Hampton, Tyler Moeller (virtual from 1231 to 1314), Lois Roth, Matt Klundt (virtual), Gloria Fear

Staff –Katie Reuter, Angie Rhum, Mandi Morin

Guests – Bryan Messer, Heather Bombei (IHHS Regional Consultant), Jack Swarm (SEIRPC)

Call to Order – Meeting was called to order by Roth at 1231.

- **Minutes** –Roth made a motion to approve the 11/05/2025 minutes without any revisions, Fear seconded, and the motion unanimously was approved with Klundt and Moeller voting virtually.
- **Environmental Report** – Report and statistics were provided to the Board.
 - A. Reviewed that there are no new complaints.
 - B. Funding for the Grants to Counties covering well water testing, plugging, repairs, etc. was cut by \$17,700 due to lack of use of funds. Ways to increase testing were discussed.
- **SEIRPC HUD Grant**—Jack Swarm had a detailed presentation on the award of a \$1,200,000 grant through HUD to SEIRPC to test and remediate homes in Des Moines, Henry, Lee and Louisa counties for lead. Swarm asks for assistance with disseminating information and referrals.
- **Public Comment--**
 - A. Messer commented that although he was not appointed to the Board, he is available to volunteer for any public health programs and will remain active in attendance at the meetings.
- **Public Health Report-**
 - A. December Board of Health Report was reviewed in detail and printed copies were distributed to the Board.
 - B. General Assistance report was reviewed.
 - C. Reuter gave an update on the expenses and revenue from December. Added expense was due to vaccine orders. Revenue was higher than projected. Reviewed that revenue is not kept within the department, but goes into the General Basic Fund.
 - D. Reuter discussed complications with Medicare claims that were filed when both Covid and Influenza vaccines were co-administered to clients. Changes were made to billing codes in 2025 which were then

rescinded causing delays in payment. This issue has been resolved, and payments are beginning to be deposited.

- E. Reuter discussed that changes to reimbursement for administration rates are occurring with the MCOs. Previously, administration fees were paid out for each vaccine given. Now, the MCOs are denying payment for more than 1 administration fee per visit. The example given was that at times, children may receive up to 5 vaccines on the same day. In the past, 5 administration fees would be reimbursed, but now only 1 administration fee is being paid regardless of number of vaccines given. This will change projected revenue, although it is unclear as to how much.

- **Budget for FY 2027—**

- A. Reuter presented 3 different options for the FY 27 budget for approval. Each line item was reviewed in detail. The first option was for a 5% raise for all staff, the second option was for a 3% raise for all staff in addition to a \$1,000/year step raise for 4 staff who were at the bottom of the newly formed pay bands from the compensation study adopted by the BOS in 2025, and the third option was for an increase of 3% for all staff. Projections on increase in insurance premiums are not available yet, so Reuter added a 5% increase to insurance costs stating that there may or may not be an increase; this cost could be inflated. Also discussed the compensation board's recommendation for a 10% increase in pay for elected and appointed employees. A motion was made by Hampton to adopt the proposed budget with a 5% pay increase for employees or up to what is approved for all county employees by the Board of Supervisors. This was seconded by Fear and unanimously passed with Klundt voting virtually. Moeller had excused himself from the meeting prior to this vote at 1314.

- **Old Business-**

- A. None

- **New Business-**

- A. Reuter requested a change to salaries for 2 staff members who fell below the pay bands in the adopted compensation study from 2025. The increase in salary would not affect the bottom line of the budget. Reuter is requesting to move both at least to the bottom of the pay band. A motion was made by Klundt (virtually) and seconded by Roth to increase the pay for Morgan Francy from \$31.11/hour to 31.50/hour beginning with the current pay period starting on 01/04/2026 which would effectively increase her annual salary to \$61,661/year. The motion passed unanimously. A motion was made by Klundt (virtually) to increase the salary for April Riley from \$18.41/hour to \$21.00/hour beginning with the current pay period starting on 01/04/2026 which will increase her annual salary to \$41,108/year.

- B. Appointments for chairperson and vice chairperson were discussed. A motion was made to appoint Lois Roth as the chairperson for 2026 by Hampton, seconded by Klundt (voting virtually), and passed unanimously. A motion was made by Hampton to appoint Matt Klundt as the vice chairperson. The motion was seconded by Fear and passed unanimously with Klundt voting virtually.
- C. Reuter presented the form for signatory authority granting her in the Director role to sign for purchases of \$2,000 or less excepting for vaccines which typically carry larger costs. This is a requirement for any grants handled by the State of Iowa. A motion was made by Hampton to approve signatory authority for Reuter, was seconded by Roth and passed unanimously with Klundt voting virtually. Form was passed to the Board for signature to be submitted to Iowa Grants.
- D. Reuter presented conflict of interest statements to the Board for their review and signature. Those that were joining virtually will have a copy sent electronically or by mail to sign and return for files.
- E. Reuter was contacted by Louisa County Public Health about the possibility of serving in a medical director role or signing standing orders as the Louisa County BOH has been unable to find a new medical director. The Board discussed that it could lead to further conflicts within the county. Discussed that functions served would be out of scheduled time as a Henry County Public Health employee. Ultimately, the decision is a private decision, but the Board would recommend against it.

- **Announcements and Adjournment –**

The next meeting was set for February 11th, 2026, at 12:30pm in the Public Health conference room. With there being no further business, the meeting was adjourned at 1345 following a motion to adjourn by Hampton that was seconded by Fear and passed unanimously.

Amendment:

Following adjournment of the meeting on 01/07/2026, Reuter was notified by the Auditor's office that newly appointed, Gloria Fear, was not on the Board of Supervisors agenda as a motion or voting item, thus potentially invalidating her appointment. She is scheduled for official appointment on 01/15/2026 retroactive to 01/01/2026. This motion to appoint will validate and confirm any BOH votes by Ms. Fear between 01/01/2026 and 01/15/2026. Reviewed motions that she had acted upon which all had passed unanimously even without her vote. Board of Health, Fear and County Attorney were all notified. Fear will recuse herself from any voting items until official appointment.