



# *Cerro Gordo County* *Department of Public Health*

Cerro Gordo County Board of Health  
Friday, October 19th, 2018  
MINUTES

**Present:** Mark Johnson, MD, Chair  
Kristy Marquis, Vice Chair  
Chris Watts

**Absent:** Sydney Bermel, Secretary  
Barb Kellogg

**Staff:** Ron Osterholm, Health Director  
Brian Hanft, REHS, MPA, Environmental Health Service Manager  
Jodi Willemsen, Acute Infectious Disease, Epidemiology and Preparedness Service Manager  
Valerie Conklin, RN, BSN, Family and Community Health Service Manager  
Karen Crimmings, RN, CIC, Chronic Disease Prevention and Health Promotion Service Manager  
Kara Vogelsson, MHA, CPH, Organizational Development and Research Manager  
Kelli Gerdes, EP-C, Health Promotion Manager

**Guest:** Rose Ziegler, Home Care Aide

Meeting was called to order at 12:31pm.

**Agenda:** A motion to approve October 19th, 2018 agenda was made by Kristy Marquis, second by Chris Watts. Motion approved.

**Minutes:** Minutes were approved for September 21st, 2018 meeting with a motion by Kristy Marquis, second by Chris Watts. Motion passed.

**Old Business:**

1. Action Items
  - a. None.
2. Discussion Items
  - a. Update Strategic Planning Process:

Kara Vogelsson provided updates on the strategic planning process. Pre-work shop assignments will be sent out soon. Planning meetings have been schedule for November 16<sup>th</sup> and November 30<sup>th</sup>.

**New Business:**

1. Action Items
  - a. Approve FY 17-18 Annual Reports: Service section managers provided overviews of their departments report. Motion to approve annual reports was made by Kristy Marquis, second by Chris Watts. Motion passed.
  - b. Approve Cerro Gordo County Department of Public Health Fitness Center Policy:  
A motion to approve the fitness center policy was made by Kristy Marquis, second by Chris Watts. Motion passed.
2. Discussion Items:
  - a. FY 18-19 Ending August 2018 Fiscal Summary:  
Ron Osterholm provided a brief summary of the current fiscal year's finances through August of 2018.

**Core Team Dialogue**

None

Core Team was adjourned at 1:03pm.

**Health Director/ Board of Health Discussion:**

Health Director requested Board of Health direction for replacing the position vacated due to retirement. Osterholm reminded the Board of the Succession of Command plan. Osterholm will provide the Board with a job opening announcement and list of sites for the announcement placement for Board review and recommendation. Osterholm will assign Marcy Strasheim to receive the resumes and applications submitted. Marcy will be responsible for conducting background checks.

Osterholm informed the Board of Cathy Gomez, Finance & Administration unofficial announcement of retiring in late March. The Board requested this position be replaced prior to the Director departure.

Health Director was adjourned at 1:30pm

**Board of Health Discussion:**

None

Board of Health meeting was adjourned at 1:35pm.

Next Board of Health meeting is November 16th, 2018 at 11:45pm at the Cerro Gordo County Law Enforcement Complex.

Respectfully Submitted,

for  


Sydney Bermel, RN, BSN  
Secretary