



Cerro Gordo County Board of Health  
Thursday, May 7th, 2020  
MINUTES

Present: Tonya Gray, MD, Chair  
Jodi Draper, Secretary  
Chris Watts  
David Moore  
Lisa Koppin, via phone

Staff: Brian Hanft, MPH, REHS, Director of Public Health  
Kara Vogelsson, MHA, CPH, Research, Innovation & Education  
Manager  
Jodi Willemsen, Environmental Health & Preparedness Manager  
Karen Crimmings, RN, CIC, Disease Prevention and Health  
Promotion Manager  
Lisa Losen, Home Care Manager  
Patti Lahr, Finance Officer

Guest: Scott Blum, Accord Architecture  
Josh Bruggeman, Accord Architecture  
Tom Meyer, Cerro Gordo County

Meeting was called to order at 12:05 pm.

Motion to approve the May 7<sup>th</sup>, 2020 agenda was made by Chris Watts, second by Jodi Draper.

Old Business:

1. Action Items:
  - a. Select and Approve Construction Bid:  
Jodi Draper made a motion to move forward with Henkel Construction's bid as long as Henkel Construction does the following: holds the price of the bid to September 1, 2020, only initiates phase 1 of the building which can begin at any time, provides a definitive drawing of the outline of phase 1 as well as the cost of phase 1, and does not purchase any materials for phase 2 or 3 until the board of health can revisit the discussion of continuing phases 2 and 3 of construction, second by David Moore. Motion approved.

New Business:

1. Action Items:
  - a. Define Role of Human Resources Department within the Health Department:  
Chris Watts made a motion that the Director of Administrative Services and the Director of Public Health will develop a draft document that identifies how complaints toward the Health Director and/or Board members are to be handled, who should be involved in the complaint assessment, and how it should be documented, second by Jodi Draper.  
Motion Passed.

Board of Health meeting was adjourned at 1:45pm

The next Board of Health meeting is scheduled for Thursday, May 15th at 3:15pm.

Respectfully Submitted,

Jodi Draper  
Secretary