



**Washington County Board of Health**  
110 N. Iowa Avenue, Suite 300, Washington, Iowa 52353

**WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES**  
**July 20, 2021 @ 7:00 AM**  
**5<sup>th</sup> floor conference room, Federation Bank, Washington, Iowa**

**MEMBERS PRESENT:**

Cathy Buffington, Chair  
Trevor Martin, DO via Zoom  
Chris Grier, DC via Zoom  
Connie Larson  
Jack Seward, Board of Supervisor

**PUBLIC HEALTH STAFF PRESENT:**

Danielle Pettit-Majewski, Peggy Wood, Karri Fisher  
Jason Taylor, Jen Weidman, Roberta Sloat, Jessica Janecek, Lori Hobscheidt via Zoom

**VISITORS:**

Mary Zelinski, Kalona News via Zoom  
James Jennings, The Union via Zoom  
Dan Widmer, Washington County Auditor  
Amber Armbruster, Washington County Human Resource Administrator via Zoom  
Andrea Leyden

The meeting was called to order at 7:00 am by Cathy Buffington. The Zoom meeting option is available to allow for social distancing recommendations of meeting attendees.

Karri Fisher was appointed as the HIPAA Privacy Officer effective August 5, 2021, on a motion by Chris Grier, second by Connie Larson. Motion carried 5-0.

Peggy Wood was appointed signatory privileges for the agency effective August 5, 2021, on a motion by Jack Seward, second by Chris Grier. Motion carried 5-0.

The job posting for the Administrator position was approved for no fee advertising with an end date of 8/27/21 on a motion by Chris Grier, second by Jack Seward. Motion carried 5-0.

Cathy Buffington requested agency staff provide input and comments on the Administrator position by August 2, 2021. Staff have the option to mail their comments directly to Cathy or scan/email. Comments will be reviewed by the Board and search committee.

The Board discussed options for an interim director. Cathy shared she had contacted Chris Estle, Administrator for Jefferson County Public Health, and indicated she expressed interest in the position. The Board consensus was to schedule a work session to continue discussion on the topic and review all options for the agency. No action was taken. Jack Seward requested Danielle speak with Chris Estle to develop a proposed framework for the interim position.

The first work session will be held on Friday, July 23<sup>rd</sup> from 7-8 am; second work session scheduled for Tuesday, August 3<sup>rd</sup> from 7-9 am. Both sessions will be held in the 5<sup>th</sup> floor conference room at Federation Bank.

Meeting adjourned at 7:50 am. Next meeting will be the work session scheduled for Friday, July 23, 2021, at 7:00 AM, 5<sup>th</sup> floor conference room, Federation Bank.