

**Bremer County Board of  
Health  
415 East Bremer Avenue  
Waverly, IA 50677  
(319) 352-0130**

The Bremer County Board of Health regular meeting was called to order by Chair Sally Yungtum at 6:29 PM on September 10, 2025. The meeting was held at the Bremer County Health Department located at 403 3<sup>rd</sup> Street SE. in Waverly.

The board of health members present were Dr. Courtney Bochmann, Amanda Gesme, Dewey Hildebrandt, Dr. Joe Sampson, and Sally Yungtum. Brenda Rieken, Traci Smith, and Lindley Sharp were also in attendance.

Motion by Dr. Sampson, seconded by Gesme, to approve the September 10, 2025, agenda. The motion carried unanimously.

Motion by Gesme, seconded by Dr. Sampson, to approve the minutes from the July 9, 2025, regular meeting. The motion carried unanimously.

No public comment was received.

Traci Smith from Black Hawk County Public Health presented the Fiscal Year 2025 (FY25) update on the 1st Five Healthy Mental Development Initiative, which serves Black Hawk, Bremer, Buchanan, and Grundy counties. Smith highlighted key accomplishments, noting that 56% of engaged practices in Bremer County referred clients to the 1st Five program. Additionally, Bremer County accounted for 10% of all incoming referrals across the service area.

Brenda Rieken, also with Black Hawk County Public Health, provided the FY25 update on the I-Smile Dental Program, which serves the same four counties. Rieken reported that I-Smile and I-Smile @ School services were delivered at Tripoli Elementary, Waverly Head Start, five child care centers, and the Bremer County WIC clinic. The program conducted 149 oral health screenings, applied 143 fluoride varnishes, and placed 31 dental sealants. Following their presentations, Smith and Rieken departed the meeting.

Lindley Sharp then presented the Bremer County Health Department's budget and financial report for the period of July through August 2025. Hildebrandt moved to accept the report as presented, with Dr. Bochmann seconding. The motion carried unanimously.

Sharp provided a departmental update covering July through August 2025. Her report included communicable disease activity, tabletop planning for Service Area 6, diabetes prevention program highlights, and provided contract updates for the time period.

Sharp presented the children and adult immunization standing orders for the Bremer County Health Department, covering the period from September 2025 through September 2026. In response to a board inquiry regarding a COVID-19 vaccine standing order, Sharp explained that no order had been created, as a federal decision on the vaccine had not yet been finalized. A motion was made by Hildebrandt and seconded by Dr. Sampson to authorize Dr. Bochmann to sign the 2025–2026 immunization standing orders. The motion passed unanimously.

Sharp requested board approval for a non-budgeted bulk purchase of radon detection kits in response to increased public inquiries and reports that the State had exhausted its supply of free kits. Sharp proposed acquiring 100 kits to be distributed at no cost to Bremer County residents, with a limit of one kit per household. A motion to authorize the purchase was made by Dr. Bochmann and seconded by Hildebrandt. The motion carried unanimously.

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Sharp informed the board that the on-call pay policy for the public health nurse had been located after the meeting agenda was distributed. She noted that she would be out of state for one week, during which the public health nurse would be required to take call—an arrangement already accounted for in the FY26 budget. In response to a question from Yungum, Sharp clarified that the policy provides for \$2.00 per hour of on-call time, and if the nurse is called out, they are compensated for a minimum of two hours. Hildebrandt stated that no Board of Health action was necessary, as the applicable policy had been located and confirmed to be in effect.

Following direction from the July 2025 Board of Health meeting, Sharp presented a proposed process and timeline for the annual evaluation of the Administrator position. Under the plan, board members would receive an evaluation survey each August--originally intended to be distributed via Google Forms--and would be asked to complete it by the end of the month. This would allow the Board Chair to compile responses in time for the regular September meeting and conduct the Administrator's formal evaluation before the November board meeting. Sharp also outlined that an annual employee pay raise worksheet would be initiated during the January budget process and finalized at the May Board of Health meeting. Several board members requested that the evaluation surveys be distributed in hard copy at the August meeting rather than electronically. A motion to approve the annual evaluation process and timeline, incorporating this change, was made by Hildebrandt and seconded by Gesme. The motion passed unanimously.

The next regular Board of Health meeting will be held on November 12, 2025, at 6:30 PM at the Bremer County Health Department office located at 403 3<sup>rd</sup> St. SE, Waverly, IA 50677.

Gesme moved to adjourn the meeting at 7:54 PM. Dr. Sampson seconded the motion, which carried unanimously.

Respectfully Submitted,

*Lindley Sharp*

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Lindley Sharp, Secretary