

**BOONE COUNTY BOARD OF HEALTH
MEETING MINUTES
October 4, 2010
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

Members Present: Dr. Hess, Dr. Andy Malcolm, Jim Cox, Gary Turner, Kathy Taylor, Dr. D'Souza, Paul Larson, Jack Spatz, and George Sprecher.

Staff Present: Bill Hatfield, Lisa Gonzalez, Sue Magyar, Nancy Reagan, Mary Alice Peterson, Ellen Genrich, Pam Hart, Kathy Guif, Marj Graves, and Sandy Romanek.

Guests Present: John Magyar

Recognition: Marj Graves was recognized for 20 years of service. Dr. Hess presented her with a certificate. Dr. Hess called the meeting to order at 12:01 p.m.

Approval of Agenda: A motion to approve the agenda was made by Jim Cox and seconded by Gary Turner. Motion carried.

Public Comment: None

Consent Agenda Items:

A motion was made by Gary Turner and seconded by Jack Spatz to approve the Board of Health meeting minutes of August 30, 2010 Motion carried.

A motion was made by Jim Cox and seconded by Jack Spatz to approve the Finance Committee Meeting minutes of August 24, 2010 Motion carried.

A motion was made by Jim Cox and seconded by Jack Spatz to approve the Finance Committee Meeting minutes of August 31, 2010 Motion carried.

Department Reports:

Personal Health: Lisa presented the departmental report for the month. The report is in the monthly packet. Questions were asked concerning Lead testing, and it was clarified that testing is required for children on Public Aid. There were also questions concerning H1N1 vaccines. Lisa updated the Board on two mini grant applications that were submitted. One application was for the Women Out Walking Program, and the other was for Body Wise. She also reminded the Board that they could receive their flu shots today after the Board of Health meeting. The charge for the flu shots this year will be \$25.00.

Environmental Health: Bill presented the report for the month. The report is in the monthly packet. Bill also discussed food permits, nuisance calls, and corrective orders issued.

Personnel Reports: Lisa confirmed that with the hiring of two nurses, we now have a full staff. She introduced the new additions Pam Hart and Kath Guif to the Board.
Dr. Hess confirmed that the results from the outside HR consultant are not yet finalized.

Contracts and Agreements – Renewals: None

Administrator's Report: Lisa stated that the FY2011 budget would be covered later in the agenda. She also updated the Board concerning the Public Health Issues Forum that was held on Thursday, and mentioned that she would also be presenting to HHS next Thursday.

Financial Report: ---Bill reviewed the Grant Fund report and the Health Fund report that are in the monthly packet. There was an open discussion concerning the reserve amount in the Health Fund, and the current funds available. The reserve amount of \$150,000.00 represents approximately 3 months of expenses. Most Health Departments feel that this is a minimum amount that should be available. The Board acknowledged that Tax Revenues have been received earlier this year vs. last year. Paul Larson also clarified that next year the assessments will be down, but the levy will be up, and overall the individual tax bill will be about the same. Some concerns were expressed with the delay that is being experienced with State funding. In some instances, the State is 6 months behind in paying their bills, and funding Grants. A motion was made by Jim Cox and seconded by George Sprecher to approve the financial report. Motion carried.

Approval of Claims: A motion was made by Gary Turner and seconded by George Sprecher to approve the claims for the month of October, 2010. Motion carried.

Committee Reports:

Search Committee: Dr. Hess stated that the search for an Administrator is on hold until the FY 2011 budget issues are resolved.

Finance Committee: This will be covered under unfinished business.

Unfinished Business:

Amended 2011 Budget - Lisa updated the Board on the Finance Committee Meetings. She reviewed the revised budget for FY 2011 that the Finance Committee had previously reviewed. The County had asked for a reduction of \$143,000.00 from FY 2010 budget. Some cuts in the 2011 expenditures were made for a total of \$32,190.00. The Finance Committee recommended that the balance be made up by the current reserves. Lisa also stated that the County could request an additional \$21,000.00 at their meeting on October 6th. Paul Larson clarified that there is not an even split of budget cuts among all County Departments. He also felt the agreement with Boone County Soil and Water and the Health Department should be extended for FY 2011. The Health Department will be receiving additional revenue to reimburse them for this expenditure. Jim Cox made a motion to forward the proposed FY 2011 revised budget to the County Finance Committee. The motion was seconded by Jack Spotz. Motion carried.

Based on a recommendation from the Finance Committee, Lisa and Bill had the Board review a copy of a letter dated October 4, 2010, requesting Health Department Employees voluntarily cut hours if possible. Jim Cox and Lisa also confirmed for the Board that there has been no exception to the long standing departmental policy where a reduction in the funding from a grant results in a proportional reduction in personnel and/or services tied to that grant. The health fund cannot be used to supplement that revenue loss.

Existing 30 hour employee benefits – This was tabled until next BOH meeting on November3, 2010.

New Business:

The Board reviewed the proposed Board of Health schedule for FY 2011. A motion to approve the schedule was made by George Sprecher and seconded by Jack Spotz. Motion carried. The Board wanted to thank Debbie for color coding the annual calendar. They all find this very helpful for planning purposes.

A motion to approve the Search Committee Meeting minutes of September 14, 2010 was made by Jim Cox, and seconded by Dr. Hess. Motion carried. A motion to open the Search Committee Meeting minutes of September 14, 2010 was made by Jim Cox, and seconded by Dr. Hess. Motion carried.

A motion to adjourn was made by Jim Cox and seconded by George Sprecher. Motion carried. Meeting was adjourned at 12:50 p.m.

Submitted through Gary Turner

Sandy Romanek

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