

BOONE COUNTY BOARD OF HEALTH MEETING

August 31, 2009 ♦ 12:00 p.m.

Boone County Health Department ♦ 1204 Logan Avenue ◻ Belvidere ◻ IL 61008

AMENDED AGENDA

1. **PROGRAM HIGHLIGHTS:**

- a. Staff presentation
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2. **APPROVAL OF AGENDA**

3. **PUBLIC COMMENT** (Comment form to be completed-2 minutes allowed)

4. **CONSENT AGENDA ITEMS**

- a. Approval of previous meeting minutes *pg # 1-2*
b. Approval of amended meeting minutes from June 29, 2009 *pg # 3-4*
c. Department Reports:
 i. Personal Health *pg # 5-7*
 ii. Environmental Health *pg # 8-9*
d. Personnel Reports
e. Contracts and Agreements – ***RENEWALS***

5. **CONTRACTS AND AGREEMENTS – NEW**

- a. Maxim Health Care

6. **FINANCIAL REPORT**

- a. Health Fund & Grant Fund *pg # 10-13*

7. **APPROVAL OF CLAIMS** *pg # 14-20*

8. **COMMITTEE REPORTS**

9. **UNFINISHED BUSINESS: (For Action and/or Discussion)**

- a. Policy and Procedure Manual *pg# 21*
b. Board of Health Vacancy

10. **NEW BUSINESS: (For Action and/or Discussion)**

- a. 2010 Board of Health Meeting Schedule *pg #22-23*

11. **ADMINISTRATOR'S REPORT**

- a. Building Security

12. **EXECUTIVE SESSION**

- a. Approval of Executive Session minutes from August 3, 2009 *pg # 24*

13. **ADJOURNMENT**

* Lunch is served – there is a collection basket for payment available.

PLEASE call Debbie at 547-8540 or e-mail at djeanmaire@boonehealth.org if you will be unable to attend this meeting. Next regularly scheduled meeting: October 5, 2009 at 12:00 p.m.

**BOONE COUNTY BOARD OF HEALTH
MEETING MINUTES
August 31, 2009
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

Members Present: Dr. Hess, Dr. Frost, Allen Sisson, Jim Cox, Dr. D'Souza, Gary Turner, and George Sprecher.

Staff Present: Stephanie Crawford, Bill Hatfield, Lisa Gonzalez, Siobain Daughenbaugh, and Sandy Romanek.

Guests Present: None

Program Highlights:

Siobain presented an overview of the Family Planning Program.

Dr. Hess called the meeting to order at 12:07 p.m.

A motion to approve the Amended Agenda was made by Jim Cox and seconded by Dr. D'Souza. Motion carried.

Public Comment: None

A motion was made by Jim Cox and seconded by Gary Turner to approve the meeting minutes of August 3, 2009. Motion carried.

A motion was made by Jim Cox and seconded by Gary Turner to approve the amended meeting minutes from June 29, 2009. Motion carried.

Department Reports:

Personal Health: Lisa presented the departmental report for the month. The report is in the monthly packet. Dr. Hess recommended that Lisa send packets out to Medical Personnel in the area with any updated information.

Environmental Health: Bill presented the report for the month. The report is in the monthly packet.

Personnel Reports: None

Contracts and Agreements – Renewals: None

Contract and Agreements – New: Stephanie updated the Board on the Maxim Health Care. The agreement is in the packet, and will be for this fiscal year depending on what develops with the H1N1 virus. The contract is for outside nursing staff. A motion to approve the contract was made by Gary Turner, and seconded by Dr. Frost. Motion carried.

Financial Report: The Grant Fund report for July, 2009 and the Health Fund report for August, 2009 are in the monthly packet. A motion was made by Jim Cox and seconded by Allen Sisson to approve the Financial report. Motion carried.

Approval of Claims: A motion was made by Jim Cox and seconded by Dr. Frost to approve the claims for the month of August, 2009. Motion carried.

Committee Reports: None

Unfinished Business:

- Policy and Procedure Manual – A motion was made by Jim Cox and seconded by Dr. D’Souza to approve the Policy and Procedure Manual that has already been approved by the Michelle Courier once the duplicate “during” is removed.
- Board of Health Vacancy – Stephanie updated the Board on the 2 vacancies. She has received 4 resumes that will be forwarded to Bob Walberg with the Board’s recommendation. She also confirmed for the Board that Debbie Carlson had to remove her name as a candidate.


New Business: The Board reviewed the calendar in the packet for the 2010 fiscal year. A motion was made by Allen Sisson and seconded by Jim Cox to approve the calendar for the 2010 Fiscal Year. Motion carried.

Administrator’s Report: Stephanie reviewed with the Board the security procedures for the building.

Executive Session: A motion to approve the minutes from the August 3, 2009 meeting was made by Jim Cox and seconded by Gary Turner. Motion carried.

A motion to adjourn was made by Jim Cox and seconded by Allen Sisson. Motion carried. Meeting was adjourned.

Submitted through Gary Turner.
Sandy Romanek



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