

**BOONE COUNTY BOARD OF HEALTH  
AGENDA**

**FEBRUARY 4, 2008  
12:00 NOON**

**BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES OF JANUARY 7, 2008**
- IV. APPROVAL OF SEARCH COMMITTEE MINUTES  
FROM DECEMBER 10, 2007**
- V. FINANCIAL REPORT: BILL HATFIELD, INTERIM ADMIN**
- VI. UNFINISHED BUSINESS:**
  - \* Generator update**
  - \* Building Closing Policy**
  - \* Telephone Issue**
- VII. NEW BUSINESS:**
  - \* Search Committee Update**
- VIII. DIV OF PERSONAL HEALTH SERVICES: LISA GONZALEZ**
- IX. DIV OF ENVIRONMENTAL HEALTH SERVICES: BILL HATFIELD**
  - \* Tornado properties: waiving of well water testing fees**
  - \* Cidnet fee/contract for Food Program**
- X. APPROVAL OF CLAIMS: JANUARY 2008**
- XI. ADMINISTRATIVE REPORT: BILL HATFIELD, INTERIM ADMIN**
  - \* Website Statistics**
  - \* Boone County Department of Public Health Certification**
- XII. CLOSED SESSION:**
  - \* Personnel Issues**
- XIII. ADJOURNMENT**

**NEXT MEETING: MONDAY, MARCH 3, 2008 – 12:00 NOON**

**BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

**BOONE COUNTY BOARD OF HEALTH  
MEETING MINUTES  
February 4, 2008  
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

**Members Present:** Dr. Kent Hess, Allen Sisson, Deborah Loos, Jim Cox, Dr. Conder, Gary Turner, Dr. Drake, Brad Rightnowar, and George Sprecher.

**Staff Present:** Bill Hatfield, Lisa Gonzalez, and Sandy Romanek.

**Guests Present:** Cathy Ward, and Becki Tobin

The meeting was initially called to order by Allen Sisson.

A motion to approve the Agenda was made by Brad Rightnowar, and seconded by Gary Turner. Motion carried.

A motion to approve the minutes of January 7, 2008 was made by Brad Rightnowar and seconded by Jim Cox. Motion carried.

A motion to approve the Search Committee minutes of December 10, 2008 was made by Deb Loos and seconded by Allen Sisson. Motion carried.

**Financial Report:** Bill Hatfield presented the financial reports. The Health Fund report was presented for the December 31, 2007, and for the month ending January 31, 2008. The Grant Fund Report was presented for the month of December 31, 2007. A motion to approve the financial reports was made by Jim Cox and seconded by Gary Turner. Motion carried.

**Unfinished Business:**

- Bill Hatfield updated the Board on the status of the generator proposal. More information will be made available next Board meeting.
- The Board reviewed the draft policy change on "Building Closings". The final version will be submitted and voted on at the next Board meeting.
- Becki Tobin gave the Board an update on the new phone system. A Phone Committee consisting of Jim Cox, Gary Turner and Allen Sisson were directed by Dr. Hess to meet with Bill Hatfield on March 3, 2008 at 11:00 a.m. to review the existing quotes.

**New Business:** Bill Hatfield was asked to leave the meeting, and Dr. Hess updated the Board on the progress made by the Search Committee.

**Personal Health Services Report:** Lisa Gonzalez reported. The written report for December 31, 2007 is in the packet. Lisa requested the Board review the existing report and submit any changes to the criteria currently being used.

**Environmental Report:** Bill Hatfield reported. The written report for December 31, 2007 is in the packet. Bill also updated the Board concerning the involvement of the Health Department in the aftermath of the tornado. Bill submitted the new contract proposal from CidNet for the Food Program. A motion to approve the contract was made by Jim Cox and seconded by Allen Sisson. Motion Carried. Bill will supply the Board with some additional detail next meeting.

**Approval of Claims:** A motion to approve the claims was made by Jim Cox and seconded by Allen Sisson. Motion carried.

**Administrative Report:** Bill Hatfield explained the Web statistics included in the packet. Bill also asked the Board to approve replacing the refrigerator in the Environmental Department and to rebalance the air system between the Environmental Department and the Clinic waiting room. Motion was made by Jim Cox and seconded by Allen Sisson. Motion carried.

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

Submitted through Deborah Loos.  
Sandy Romanek