

BOONE COUNTY BOARD OF HEALTH MEETING

January 4, 2010 ♦ 12:00 p.m.

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

AGENDA

1. **PROGRAM HIGHLIGHTS:**
 - a. Staff Presentation

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*
 - b. Department Reports:
 - i. Personal Health *pg # 2 - 4*
 - ii. Environmental Health *pg # 5-6*
 - c. Personnel Reports
 - d. Contracts and Agreements – ***RENEWALS***
5. **CONTRACTS AND AGREEMENTS – NEW**
6. **FINANCIAL REPORT**
 - a. Health Fund & Grant Fund *pg # 7 - 12*
7. **APPROVAL OF CLAIMS** *pg # 13 - 20*
8. **COMMITTEE REPORTS**
9. **UNFINISHED BUSINESS: (For Action and/or Discussion)**
 - a. Appointment of Committee Members
 - b. Purchasing Policy *pg # 21*
10. **NEW BUSINESS: (For Action and/or Discussion)**
 - a. Storage Expansion
11. **ADMINISTRATOR'S REPORT**
12. **EXECUTIVE SESSION**
13. **ADJOURNMENT**

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: February 1, 2010 at 12:00 p.m.

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

Members Present: Dr. Hess, Dr. Frost, Allen Sisson, Jim Cox, Gary Turner, Dr. Conder, Dr. Simmons, Paul Larson, Jack Spotz, and George Sprecher.

Staff Present: Ray Empereur, Stephanie Crawford, Bill Hatfield, Lisa Gonzalez, and Sandy Romanek.

Guests Present: Bob Walberg and Richard L. Johnson

Program Highlights: None

Stephanie distributed manuals to the Board of Health, and explained the different sections. The manual includes Illinois state statues concerning the duties and responsibilities of the Board of Health, and the core function of a Health Department.

Dr. Hess called the meeting to order at 12:10 p.m.

A motion to approve the agenda was made by Allen Sisson and seconded by Jim Cox. Motion carried.

Public Comment: None

A motion was made by Jim Cox and seconded by Jack Spotz to approve the meeting minutes of November 30, 2009. Motion carried.

Department Reports:

Personal Health: Lisa presented the departmental report for the month. The report is in the monthly packet. She also updated them on H1N1, Influenza A and the TB outbreak in the area. The Health Department has provided over 8000 vaccinations since the beginning of the immunization campaign.

Environmental Health: Bill presented the report for the month. The report is in the monthly packet. Bill also reviewed information concerning food inspections, the law pertaining to flavored cigars, and construction related actives.

Personnel Reports: None

Contracts and Agreements – Renewals: None

Contract and Agreements – New: None

Financial Report: Stephanie reviewed the Grant Fund report and the Health Fund report that are in the monthly packet. A motion was made by Jim Cox and seconded by Allen Sisson to approve the financial report. Motion carried. Stephanie updated the Board that both reports effective this fiscal year will be for the same month.

Approval of Claims: A motion was made by Allen Sisson and seconded by Gary Turner to approve the claims for the month of December, 2009. Motion carried.

Committee Reports: None

Unfinished Business:

Dr. Hess confirmed his selection for committee members for the 2010 fiscal year. They are:

SEARCH COMMITTEE

Dr. Kent Hess, Allen Sisson, Dr. Frost & Gary Turner

Finance Committee

Dr. Hess, Jim Cox, Allen Sisson, & Dr. Frost

Expansion Committee

Dr. Hess, Jim Cox, Allen Sisson, Dr. Frost, Dr. Conder, Gary Turner, George Sprecher, & Stephanie Crawford


A motion was made by Jim Cox and seconded by Allen Sisson to approve the Purchasing Policy included in the packet. Motion carried.

New Business: Stephanie reviewed the bid from Richard L. Johnson for the storage expansion. The revised bid is for a total of \$38,429.00. A motion to approve the Health Department spending \$30,000.00 was made by Jim Cox and seconded by Allen Sisson. Motion carried. The balance of \$8,429.00 is expected to be supplied by the County, pending the County Board's approval.

Administrator's Report: Stephanie reviewed future goals for the Health Department including: future training, conference room upgrades, revising the Fiscal year end report, and MMWR community strategies. There was also an open discussion concerning making a power point presentation to the County Board which would cover the role of the Board of Health and the Health Department.

A motion to adjourn was made by Gary Turner and seconded by Jim Cox. Motion carried. Meeting was adjourned at 1:15 p.m.

Submitted through Gary Turner.
Sandy Romanek



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