

BOONE COUNTY BOARD OF HEALTH MEETING

November 30, 2009 Date ♦ 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- 2*
 - b. Approval of meeting minutes from closed session *pg # 3*
 - c. Department Reports:
 - i. Personal Health *pg # 4 - 6*
 - ii. Environmental Health *pg # 7 - 8*
 - d. Personnel Reports
 - e. Contracts and Agreements – ***RENEWALS***
 - i. Soil and Water Conservation District
5. **CONTRACTS AND AGREEMENTS – NEW**
6. **FINANCIAL REPORT**
 - a. Health Fund & Grant Fund *pg # 9 - 16*
7. **APPROVAL OF CLAIMS** *pg # 17 - 22*
8. **COMMITTEE REPORTS**
9. **UNFINISHED BUSINESS: (For Action and/or Discussion)**
 - a. Administrator Salary FY2010
10. **NEW BUSINESS: (For Action and/or Discussion)**
 - a. Purchasing Policy – approval limits *pg # 23 - 24*
 - b. Introduction of New Board Member
 - c. Election of Officers
 - d. Appointment of Committee Members
11. **ADMINISTRATOR'S REPORT**
12. **EXECUTIVE SESSION**
13. **ADJOURNMENT**

Complimentary lunch will be provided.

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: January 4, 2010 at 12:00 p.m.

**BOONE COUNTY BOARD OF HEALTH
MEETING MINUTES
November 30, 2009
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

Members Present: Dr. Hess, Jim Cox, Gary Turner, Dr. Conder, Jack Spatz, Paul Larson and George Sprecher.

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

Guests Present: Jim Mulcahy and Bill Pysson

Dr. Hess called the meeting to order at 12:06 p.m.

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

Public Comment: Mr. Pysson expressed his concern regarding the closed session minutes of October 5, 2009. His letter has been forwarded to the State Attorney's Office for review.

A motion was made by Jim Cox and seconded by Dr. Conder to approve the meeting minutes of November 2, 2009. Motion carried.

A motion was made by Jim Cox and seconded by Dr. Conder to approve the closed session meeting minutes of November 2, 2009. Motion carried.

Department Reports:

Personal Health: Lisa presented the departmental report for the month. The report is in the monthly packet. Lisa updated the Board on H1N1, Type A influenza and also the receipt of funds from the Cosmopolitan Club.

Environmental Health: Bill presented the report for the month. The report is in the monthly packet. Bill discussed the increase in Food inspections, and also Nuisance complaints.

Personnel Reports: None

Contracts and Agreements – Renewals:

Soil & Water Conservation District – Stephanie introduced Jim Mulcahy. Jim thanked the Board for assisting Boone County Soil & Water District. Stephanie also reviewed the pending contract for FY 2010. A motion was made by Gary Turner and seconded by Jim Cox to approve the contract with Boone County Soil & Water for FY 2010. Motion Carried.

Contract and Agreements – New: None

Financial Report: The Grant Fund report and the Health Fund report are in the monthly packet. There was an open discussion on specific line items. A motion was made by Jim Cox and seconded by Dr. Conder to approve the financial report. Motion carried.

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

Committee Reports: None

Unfinished Business:

Assistant Administrator Salary – Stephanie wanted to confirm with the Board that they understood that the FY 2010 budget that had been previously approved included a 3% increase for her. After an open discussion, it was agreed that they would adhere to the originally approved budget.

New Business:

Purchasing Policy – This was postponed until next meeting on January 4, 2010.

Jack Spatz was introduced to the entire Board of Health.

Election of Officers – A motion was made by Jim Cox and seconded by Dr. Conder to maintain the existing officers of Dr. Hess, Allen Sisson, Dr. Frost, and Gary Turner. Motion carried without any opposition.

Appointment of Committee Members – This was postponed until next Board of Health meeting to be held on January 4, 2010.

Administrator's Report:

Stephanie reminded the Board that the County Board should be voting on the change in the code concerning Food Permits on December 16, 2009.

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

Submitted through Gary Turner.
Sandy Romanek

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