

**BOONE COUNTY BOARD OF HEALTH  
MEETING MINUTES  
August 2, 2010**

**BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH**

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

**Staff Present:** Ray Empereur, Bill Hatfield, Lisa Gonzalez, Sue Magyar, Nancy Reagan and Sandy Romanek.

**Guests Present:** None

**Program Highlights:** None

Treasurer Allen Sisson called the meeting to order at 12:02 p.m.

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

**Public Comment:** This was moved to later in the meeting due to the fact that the comments were related to the staff interviews. Nancy Reagan and Ellen Genrich submitted request forms to the Board of Health.

A motion was made by Jim Cox and seconded by Jack Spotz to approve the meeting minutes of June 28, 2010, ~~2010~~. Motion carried.

**Department Reports:**

**Personal Health:** Lisa presented the report for the month. The report is in the monthly packet.

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

Allen introduced the new Board of Health members, and they summarized their qualifications, and why they were interested in serving on the Board of Health. The new members are Kathy Taylor and Dr. Andy Malcolm. Former board of health member, George Sprecher, was also seated as a new member following his approval by the Boone County Board after they failed to approve two other appointees of the County Board Chairman.

**Personnel Reports:** None

**Contracts and Agreements – Renewals:** None

**Administrator's Report:**

- Lisa reviewed the overall status of the grants for the grant fiscal year 2011.
- Bill updated the County budget requests for FY 2011, including that the County was asking for a 12.5% reduction. Paul Larson clarified the timeline.
- Bill updated the Board on the status of the storage expansion.

**Policies/Agreements – New:** Lisa explained to the Board the difficulty that she is having in hiring a Family Planning Coordinator. This position is a 30 hour per week position. The Board directed Lisa to put together a comparison, including the current vacation policy that the state has for 30 hour per week employees for the Board meeting on August 30, 2010. The County currently has a policy pertaining to part time employees, and this will be included in the comparison.

**Financial Report:** Bill and Lisa 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 Gary Turner 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 July, 2010. Motion carried.

**Committee Reports:** Dr. Hess appointed Jack Spotz to serve on the Financial Committee. Nominations were made for the open position of Vice-President. The candidates were Jim Cox and Jack Spotz. A closed ballot was held. Jim Cox received a majority of the vote and was selected as the new Vice-President of the Boone County Board of Health. As the new Vice-President, Jim Cox will serve on the Search Committee which is comprised of Board of Health officers.

**Unfinished Business:**

- Repaving the Parking Lot - Bill reviewed the proposals for the repaving of the parking lot. The County would pay for 1/3 of this project. A motion was made to pay \$3,500.00 for the repaving of the parking lot by George Sprecher and seconded by Jim Cox. Motion carried. Bill will be contacting Ken Terrinoni concerning this.
- Staff Interviews – Allen updated the Board on the staff interviews that had taken place. To date, 21 hours and 11 interviews had been done by the HR Consultant. It was hoped that a summary report would be made to the Board at the next Board meeting on August 30, 2010.
- Bill introduced Nancy Reagan and Sue Magyar. Nancy had submitted a request form to address the Board of Health. Nancy expressed her feelings regarding the staff interviews. She also presented Ellen Genrich's views since Ellen was unable to attend.

After a lengthy discussion, George Sprecher made a motion that all staff and all Board members will be interviewed by the HR Consultant, Sue Buckwalter. Jack Spotz seconded the motion. Motion Carried. Allen was asked to review this with the outside attorney, and confirm that the cost of interviewing all personnel and board members was in the original estimate which was put forth by the attending attorney in the closed session meeting of June 16, 2010.

**New Business:**

- Election of Vice-President – this was covered under Committee Reports.
- Standing Committee Appointments – this was covered under Committee Reports.
- Storage expansion additional cost for smoke alarms and emergency light – Bill updated the Board on this issue.
- BOH/Administration training – this was postponed until next Board meeting.

**Closed Session:** A motion was made by Gary Turner to go into closed session at 1:27 P.M. for the purpose of reviewing old verbatim records. Motion seconded by Jack Spotz. Motion carried. A motion was made by Gary Turner to come out of Closed Session at 1:30P.M. Motion seconded by Jack Spotz. Motion carried.

A motion authorizing deleting the verbatim records of closed session meetings held prior to 11/03/2008 was made by George Sprecher and seconded by Paul Larson. Motion carried.

A motion to adjourn was made by George Sprecher and seconded by Jack Spotz. Motion carried. Meeting was adjourned at 1:35 p.m.

Submitted through Gary Turner.  
Sandy Romanek