

**Hancock County Health Department  
Meeting Minutes  
Thursday, June 4, 2020**

**Opening:**

The regular meeting of the Hancock County Health Department was called to order at 5:32 pm on Thursday, June 4, 2020 in Carthage by N. Krekel.

**Present:**

**In Person:**

Karen Andrews  
Monica Crim  
Melissa Pence  
L. Joe Smith

**By Phone:**

Andy Bastert  
Karen Beeler  
Jan Fleming  
Mark A, Strobe

**Absent:**

Edward Owen

Dale Quimby

**Others Present:**

Amy Hall, Administrator, Tasha Speer, Director of Finance.

**Approval of Minutes:**

Board Minutes for the January 23, 1010 Meeting were read and a motion to approve the minutes was made by A. Bastert with a second by K. Andrews. Motion was carried.

**Reports:**

J. Fleming had a question on the Grant amount listed on the Administrator and Fiscal Report (\$817,632.00) as to why it was so high. A. Hall answered that the amount is for contract tracing. However, this grant will also cover if someone needs to be moved out of a residence due to COVID-19 isolation. It can also be used for Staff Time over \$100,000.00. There is also a contractual amount for Memorial Hospital so they can cover if the Health Department Staff would have to be placed on isolation due to exposure to COVID. This grant will also cover items such as a test for testing clinics, etc.

## **New Business:**

### **Travel Reimbursements:**

Projected Travel Reimbursements for May, June, July, 2020 were reviewed. L. Joe Smith had a question about some of the amounts listed. T. Speer answered by saying that all amounts are estimated. Actual amounts are usually \$1300-\$1500/2 weeks or \$2600-\$3000 per month. They are paid on the actual mileage, etc. These forms are filled out by everyone and include all disbursements for meetings, etc. T. Speer will send out the last 6 months for the Board to review. Motion was carried with a roll call.

### **Upgrading Phone System:**

A Bastert had a question regarding whether or not MTC had been asked to share in the cost of breaking the Mediacom contract. A. Hall stated that she had spoken with Neil from MTC on several occasions and that he stated his boss would not go paying a portion of the fee.

J. Fleming asked if the equipment would be the property of the Health Department. A. Hall Stated that it would. There was a question as to whether there will be a maintenance agreement. A. Hall stated that MTC will maintain the equipment as needed. A motion was made to approve upgrading the phone system by L. Joe Smith with a second by M. Crim. Motion was carried.

### **Home Health Policies and QAPI:**

The Home Health Policies and QAPI were discussed with no questions. A Motion was made to approve the report by M. Strobe with a second by K. Andrews.

### **Other Business:**

J. Fleming asked how the audit was going. A. Hall answered that it was going ok that it was all done remotely.

J. Fleming also asked about the May 31, 2020 Accounts Receivables. A. Hall said she will email them on June 8, 2020.

### **Closed Meeting Minute Review:**

No closed meeting minutes needed to be reviewed.

Meeting adjourned at 5:54 pm.

**Next Meeting: July 23, 2020 at 5:30 pm**

  
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**Nancy Krekel, Board of Health President**