

**BOARD OF HEALTH MINUTES
HANCOCK COUNTY HEALTH DEPARTMENT
February 9, 2012
5:30 p.m.**

Board Members Present: Edward J. Owen Nancy Krekel
 Deb Althide Andy Bastert
 Dale C. Quimby, DDS Denise Yuskis

Board Members Absent: Esther Sellars Stanley L. Tucker, Atty
 L. Joe Smith, MD Thomas J. Scheetz

Others Present: Teresa Beeler, Administrator
 Karen Gronewold, Administrative Assistant
 Shannon McElroy, Finance Director
 Jeany Siegfried, Accounting Clerk

The Board Meeting was called to order at 5:30 p.m. by E. Owen, Board President.

Minutes & Reports: The minutes of the October 13, 2011, Board Meeting were approved by all members present. D. Yuskis made the motion for approval; N. Krekel seconded; motion carried. D. Althide made the motion for approval of the Administrator's report and Finance report; A. Bastert seconded; motion carried.

Bank Instrument Policy: The updated Bank Instrument Policy was read for approval. A. Bastert made the motion to approve; D. Yuskis seconded; motion carried. The current signers are: Board President E. Owen, Board member A. Bastert, Administrator T. Beeler, and Finance Director S. McElroy.

Hospice: T. Beeler reported that the Hospice application was approved at the Federal level, and it has been forwarded to the State for the next step of the process.

Finance: The Auditors have not completed the Audit at this time. They plan to return for another day to finalize. A Board meeting will be scheduled for the Audit presentation.

Peachtree Software: T. Beeler reported that data has been transferred through June 30, 2010. The goal of July 1, 2012, should be met. At this time, we plan to wait for one more payroll period before the payroll changeover.

Emergency Preparedness: As there are more monies available, a grant has been written for equipment.

Building Insurance: T. Beeler enclosed a spreadsheet showing the building insurance policy quotes from four different companies. Our current policy renewal indicated a substantial increase in premium, therefore the need to request quotes showing both coverage and premiums. Harmony General Mutual Insurance Company was selected with a one-year policy. After that time, bids may be taken again. A. Bastert made the motion to approve the company change; D. Althide seconded; motion carried.

Dallas City Clinic: Dallas City Civic Association approached T. Beeler inquiring if the Health Department would have an interest in renting and staffing the medical building in Dallas City. After making inquiries and looking at the facility, the Health Department has decided to rent the building for \$350/month (with a 60-day out); utilities will be paid by the Association. Possibilities include: Physician Assistant at the clinic a couple days/week, Home Health interested in possibly locating someone there, immunizations, WIC. D. Althide made the motion to approve this decision; D. Yuskis seconded; motion carried.

Public Transportation: Funding has been received for Hancock County to receive three more minivans, due to increased numbers and usage. This service has been very well received.

Cell Phone Policy: The cell phone policy has not been updated since 2007. Cell phone features and usage have increased dramatically. A draft of an updated policy was given to the Board members present. After reading the draft, it was decided to review, rewrite parts, and present it at the next Board meeting. The draft will be sent to the Board members prior to the meeting.

Exposure Control: Perry Cameron, EMS County Director, contacted T. Beeler regarding the possibility of the Health Department being available for exposure control in the event the need arises. T. Beeler agreed to 'look over' the plan when he has it completed in writing.

**NEXT BOARD MEETING:
To Be Determined**

Adjournment: There being no further business, D. Althide made the motion to adjourn at 6:45 p.m.; N. Krekel seconded; motion carried.

Edward J. Owen, President

Date