

BOARD OF HEALTH MINUTES
HANCOCK COUNTY HEALTH DEPARTMENT
July 14, 2011
5:30 p.m.

Board Members Present:	Edward J. Owen	Nancy Krekel
Dale C. Quimby, DDS	Deb Althide	Andy Bastert
Stanley L. Tucker, Atty	Dennis Coventon, DO	Denise Yuskis

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

Others Present: Teresa Beeler, Administrator
Karen Gronewold, Administrative Assistant
Shannon McElroy, Finance Director

The Board Meeting was called to order at 5:35 p.m. by E. Owen, Board President.

Minutes & Reports: The minutes of the March 10, 2011, Board Meeting were approved by all members present. S. Tucker made the motion for approval; Dr. Coventon seconded; motion carried. S. Tucker made the motion for approval of the Administrator's report and Finance report; Dr. Coventon seconded; motion carried.

Financial Status: T. Beeler gave an update, stating the State of Illinois owes the Health Department approximately \$600,000 at this time. No tax warrants have been issued, and T. Beeler is hopeful there will not be a need to do so. Charges, payments, and funding were discussed and explained. All departments activity and numbers are being carefully watched. A. Bastert questioned the cost of the new auditors in relation to what was paid in the past. T. Beeler stated in FY11 John Faulhaber's fee was approximately \$11,000 and the Medicare auditor's fee approximately \$8,000. FY12 is estimated to cost approximately \$17,000. Due to attrition, some employees have not been replaced after leaving. By shifting staff, these positions are covered.

Budget: The FY12 budget is based on last year's FY11 budget, and, due to uncertain State payments being awarded, it is difficult to prepare for the upcoming year. The State of Illinois has extended it's deadline for payment to 12/31/2011. No one knows if they will pay in full or to just pay a percentage. S. Tucker made the motion to approve the FY12 budget as presented; Dr. Coventon seconded; motion carried.

Raises: Discussion regarding the possibility of giving raises or a one-time bonus followed. In past years, the County Highway Department and the Sheriff's Department were given a 2-3% wage increase, as both of these departments have union contracts. However, there is no information as to what will happen this year. Discussion followed regarding what the Health Department is able to do for employees. Concern was expressed about approving a bonus or raise and then being unable to fund it. A one-time bonus would create a large expenditure all at once, while a raise would be spread out over a 12-month period. A. Bastert made the motion to give a 3% raise across the board retroactive to July 1, the beginning of our fiscal year; Dr. Coventon seconded; motion carried.

Auditor Recommendations: S. Tucker questioned the issues of segregation of duties in the bookkeeping department as recommended by J. Faulhaber, CPA. T. Beeler replied the issues have been addressed and S. McElroy now has two staff members assisting her. S. McElroy felt that supervising staff should entitle her to an additional pay increase. No action was taken.⁷

Election of Officers: E. Owen asked if anyone would volunteer for the officer position available in the upcoming fiscal year, July 1, 2011 to June 30, 2012. N. Krekel volunteered to take the Vice-President vacancy. As there were no other volunteers or nominations made, the following slate was recommended:

President: Edward J. Owen
Vice-President: Nancy Krekel
Secretary: Karen Gronewold

A. Bastert made the motion to approve the officers as named; Dr. Coventon seconded; motion carried.

**NEXT BOARD MEETING:
Thursday, September 8, 2011
5:30 p.m.**

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

Edward J. Owen, President

Date