

# Clay County Board of Health / Professional Advisory Group

Minutes  
November 27, 2007

## Present

Galen Lueking, M.D.  
Mary McCollough  
Jan Nattier, R.N.  
Carletta Noll  
Paul Rose  
Jerry Stanley  
Lori VanDyke  
Randy Wells, B.A.  
Calvin Wilson, D.D.S.

## Absent

Brandon Cycholl, M.D.  
Tracy Walker

## Staff

Jeff Workman, Administrator  
Barb Tackitt, Home Care Director

## Guests

Dawn Krueengel, CPA

Distributed items included the Agenda.

President Paul Rose called the meeting to order at 7:00 p.m.

The Board reviewed previously mailed information.

Dawn Krueengel CPA from the firm of Leymone Hardcastle Ltd that does the general health department audit presented the FY07 Health Department audit.

Mary moved that the board accept the FY07 financial audit. Randy seconded the motion. Motioned carried via voice vote.

Barb Tackitt, Home Care Director, presented the home health and hospice policies and answered any questions the board members had.

Dr. Lueking moved that the board approve the home health policies. Carletta seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Galen Lueking; Mary McCollough; Jan Nattier; Carletta Noll; Paul Rose; Jerry Stanley; Lori VanDyke; Calvin Wilson; and Randy Wells. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

Dr. Lueking moved that the board approve the hospice policies. Calvin seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Mary McCollough; Jan Nattier; Carletta Noll; Paul Rose; Jerry Stanley; Lori VanDyke; Calvin Wilson; Randy Wells; and Galen Lueking. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

Randy moved that the board accept the condensed FY08 financial statement through October. Jerry seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Jan Nattier; Carletta Noll; Paul Rose; Jerry Stanley; Lori VanDyke; Calvin Wilson; Randy Wells; Galen Lueking; and Mary McCollough. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

Mary moved that the Administrator be authorized to sign and submit an agreement with the Richland County Health Office for TB services at a cost of \$97.50 bi-monthly. Jan seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Carletta Noll; Paul Rose; Jerry Stanley; Lori VanDyke; Calvin Wilson; Randy Wells; Galen Lueking; Mary McCollough; and Jan Nattier. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

Carletta moved that the Revised Food Permit Fee Schedule be approved as presented. Jan seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Paul Rose; Jerry Stanley; Lori VanDyke; Calvin Wilson; Randy Wells; Galen Lueking; Mary McCollough; Jan Nattier; and Carletta Noll. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

Calvin moved that the Administrator be authorized to sign and submit the revised FY08 Bioterrorism Preparedness grant agreement with the Illinois Department of Public Health. Randy seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Jerry Stanley; Lori VanDyke; Calvin Wilson; Randy Wells; Galen Lueking; Mary McCollough; Jan Nattier; Carletta Noll; and Paul Rose. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

Randy made a motion to enter executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Jan seconded the motion. Motion carried via 9 ayes 0 nays 0 abstentions via a roll call vote as follows: Ayes: Lori VanDyke; Calvin Wilson; Randy Wells; Galen Lueking; Mary McCollough; Jan Nattier; Carletta Noll; Paul Rose; and Jerry Stanley. Nays: None. Abstentions: None. Absent: Brandon Cycholl and Tracy Walker.

*Executive session convened at 8:27 p.m. Mary was appointed as Secretary for the closed session. Randy made a motion to adjourn executive session. Jan seconded the motion. Motioned carried via a voice vote. Executive session adjourned at 9:10 p.m.*

Discussion was held regarding Board of Health Appointments for those members who terms would expire December 1<sup>st</sup>. Those include Jan Nattier, Jerry Stanley, Randy Wells, and Tracy Walker. The board will make recommendations to the County Board that would include reappointments of Jan, Jerry and Randy to the board of health for 3 year terms. Tracy will step down from the board due to other obligations. Tracy's replacement as county board representative will be appointed by the County Board at their December meeting.

Discussion was also held about a Teen REACH accident; obtaining a new freezer in Teen REACH; the accreditation process; and about the CCHD Christmas Party.

Mary moved that the board adjourn. Dr. Lueking seconded the motion. Motion carried via voice vote. The Board adjourned at 9:23 p.m.

Respectfully Submitted:

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Mary McCollough  
Board of Health Secretary

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Jeff Workman  
Health Department Administrator