

# Clay County Board of Health / Professional Advisory Group

Minutes  
April 7, 2008

## Present

Brandon Cycholl, M.D.  
Jan Nattier, R.N.  
Carletta Noll  
Paul Rose  
Randy Wells, B.A.  
Calvin Wilson, D.D.S.

## Absent

Galen Lueking, M.D.  
Jesse James  
Mary McCollough  
Jerry Stanley  
Lori VanDyke

## Staff

Jeff Workman, Administrator  
Doris Lusk  
Andra Freeman

## Guests

Angela Griswald

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Distributed items included the Agenda.

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

The Board Members, staff and guest introduced themselves.

Doris Lusk, Andra Freeman, and Angela Griswald presentation on the HFI and TPS programs.

Calvin moved that the health department apply for renewal of its HFI Accreditation at an anticipated cost of approximately \$3,400. Randy seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

The Administrator briefly discussed issues in the Board of Health Bulletin and not on the agenda.

Randy moved that the board approve the minutes for the February 4, 2008 Board of Health meeting as presented. Brandon seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via voice vote.

Randy moved that the board accept the condensed FY08 financial statement through February. Brandon seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Calvin moved that the board approve the paid claims for February 2008. Jan seconded the motion. Motion carried via 5 ayes; 0 nays; 1 abstention (Dr. Cycholl had a call) via a roll call vote.

Randy moved that the board approve the paid claims for March 2008. Brandon seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Carletta moved that the Administrator be authorized to sign and submit an agreement with the Illinois Department of Public Health for us to conduct West Nile Virus surveillance and testing activities and be compensated up to \$1,000. Jan seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Calvin moved that the Administrator be authorized to sign and submit an application with the Illinois Public Health Association AmeriCorps program to review an AmeriCorps worker for 1,700 hours at a cost of \$8,500. Brandon seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Calvin moved that Teen REACH be authorized to take a field trip to Touch of Nature in early June, 2008 at an estimated non-staff cost of \$1,300 which will be paid through the grant. Carletta seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Randy moved that Teen REACH be authorized to take a field trip to the Recreation Complex in Centralia, IL on Thursday, March 20<sup>th</sup>, 2008 at an estimated non-staff cost of \$432 which will be paid through the grant. Brandon seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Carletta moved that the health department's mileage reimbursement rate be set at 50¢ for travel occurring after April 1, 2008. Calvin seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Randy moved that the health department proceed with computer related upgrades at an estimated cost of \$37,000 to be funded mostly through the Local Health Department Infrastructure Grant. Brandon seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Randy moved that the Board approve President Rose's appointment of Jesse James to the Board of Health Finance Committee for FY08. Calvin seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via voice vote.

Calvin moved that the Board approve the fee policy for FY08. Randy seconded the motion. Motion carried via 6 ayes; 0 nays; 0 abstentions via a roll call vote.

Approval of a Cell Phone Policy was tabled until the next meeting.

Randy moved that the board adjourn. Brandon seconded the motion. Motion carried via a voice vote.

The Board adjourned at 8:19 p.m.

Respectfully Submitted:

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Mary McCollough  
Board of Health Secretary

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Jeff Workman  
Health Department Administrator