

**MINUTES**  
**February 24, 2020**

The meeting of the Board of health was called to order at 5:30pm by Dr. Virginia Wade at the office of Douglas County Health Department located US HWY 36, Tuscola, IL. Board members in attendance were Frank Lincoln, Nancy Simpson, Bibby Appleby, Dr. Aaron Parsons, Jeremy Leonard. Dr. Rafael Ruggieri and Dr. Kim Whitaker were absent. Charles Thomas, guest, was also present.

**AGENDA**

Nancy Simpson made a motion to approve the agenda and Dr. Aaron Parsons seconded the motion.

**APPROVAL JANUARY 27, 2020 MINUTES**

Frank Lincoln made a motion to approve the minutes with one correction Kemper CPA should be listed as contact to complete the Internal Control Manual not Luke Sparks and Bibby Appleby seconded the motion.

**Roll Call:**

Frank Lincoln-yes

Nancy Simpson-yes

Dr. Aaron Parsons-abstain

Bibby Appleby-yes

Dr. Rafael Ruggieri-absent

Dr. Kim Whitaker-absent

Jeremy Leonard-abstain

**APPROVAL OF FEBRUARY 24<sup>TH</sup>, 2020 BILLS**

Nancy Simpson made a motion to approve the bills submitted with one correction American Express contract line should read \$8079.46 not \$7913.61 and Bibby Appleby seconded the motion.

**Roll Call:**

Frank Lincoln-yes

Nancy Simpson-yes

Dr. Aaron Parsons-yes

Bibby Appleby-yes

Dr. Rafael Ruggieri-absent

Dr. Kim Whitaker-absent

Jeremy Leonard-yes

**OLD BUSINESS**

BOH replacement Dr. Kim Whitaker was approved at Douglas County Board meeting.

Update with lawyer, dentist letter were all discussed.

Internal Control Manual: A draft was given to all.

**NEW BUSINESS**

Annual Report: Amanda presented report and we had discussion.

Investment Bonds renewal: Bibby Appleby made a motion to renew the 3 CD's for renewal for 2 years each and Jeremy Leonard seconded the motion.

**Roll Call:**

Frank Lincoln-yes

Nancy Simpson-yes

Dr. Aaron Parsons-yes

Bibby Appleby-yes

Dr. Rafael Ruggieri-absent

Dr. Kim Whitaker-absent

Jeremy Leonard-yes

Fee schedule update-tabled

**Other County Board Correspondence letters: Bibby Appleby made a motion to adjourn this discussion to a time certain-March 9<sup>th</sup>, 2020, 5:30pm and Nancy Simpson seconded this motion:**

**Roll Call:**

**Frank Lincoln-yes**

**Nancy Simpson-yes**

**Dr. Aaron Parsons-absent**

**Bibby Appleby-yes**

**Dr. Rafael Ruggieri-absent**

**Dr. Kim Whitaker-absent**

**Jeremy Leonard-yes**

**Monthly Financial: Board reviewed.**

**NEXT MEETING**

**March 16<sup>th</sup>, 2020 at 5:30pm**

**Submitted by Nancy Simpson**