

**MINUES**  
**April 16, 2018**

**GUEST:** Susan and Stacy Shonkwiler (Susan's replacement) presented on the nursing programs. Discussion on the increase in WIC numbers and the number of lab draws was held by the board.

The meeting of the board of health was called to order at 5:50pm by Dr. Virginia Wade at the office of Douglas County Health Department located 1250 US HWY 36, Tuscola, IL. Board members in attendance were Tom Hettinger, Frank Lincoln, Carol Miller, Jennifer Bender and Dr. Aaron Parsons. Board members not in attendance were Nancy Simpson and Dr. Jerrad Zimmerman.

**AGENDA**

Frank Lincoln made a motion to approve the agenda as presented and Jennifer Bender seconded the motion.

**APPROVAL OF THE March 19th, 2018 MINUTES**

Tom Hettinger made a motion to approve the minutes and Frank Lincoln seconded the motion.

Roll Call:

Nancy Simpson-absent	Frank Lincoln-yes	Tom Hettinger-yes
Dr. Jerrad Zimmerman-absent	Carol Miller-abstain	Jennifer Bender-abstain
Dr. Aaron Parsons-abstain		

**APPROVAL OF April 16th, 2018 BILLS SUBMITTED**

Dr. Parsons made a motion to approve April 16th, 2018 bills submitted and Tom Hettinger seconded the motion.

Roll Call:

Nancy Simpson-absent	Frank Lincoln-yes	Tom Hettinger-yes
Dr. Jerrad Zimmerman-absent	Carol Miller-yes	Jennifer Bender-yes
Dr. Aaron Parsons-yes		

**NEW BUSINESS**

**EMR Training.** Amanda updated on the EMR training that April and she attended. Amanda presented at the conference and both of them attended informational trainings. The fee for the conference was paid for and only the flight and hotel was paid for by DCHD.

**Chris Herron.** Amanda discussed the Chris Herron presentation that will be conducted at the Tuscola High School. The DCHD will have a table at the event during the day and night presentation. The needle exchange as well as the Narcan program will be highlighted.

**Mental Health.** Amanda met with the new director of the DCMH department, Lauren Christina. Amanda is very optimistic that a great partnership will emerge with the new director. After making sure all of the programs are stable, Lauren will increase the scope of their programming.

**Dentist Hire.** Amanda discussed the possibility of a new dentist possibly starting if all of the stars align and she will work out of the chair at Lakeland. She has to fulfill her National Health Service Corp loan for one year and to do it with us, it must be done within Coles county because of the HPSA score.

**Dentist Time Off.** Dr. Lin requested three weeks off with one being without pay. After a lengthy discussion Jennifer Bender made a motion to approve her request with the caveat that this will not

happen again and she will not be allowed this amount of time at one instance. She also needs to be aware of what it will do to the clinic as well as the staff's work during her absence. Tom Hettinger seconded the motion.

Roll Call:

Nancy Simpson-absent

Frank Lincoln-yes

Tom Hettinger-yes

Dr. Jerrad Zimmerman-absent

Carol Miller-yes

Jennifer Bender-yes

Dr. Aaron Parsons-yes

Door installation. Amanda presented one bid for three doors from Ken Medler. Ken has conducted all of the work in the office for the last two remodels. After consulting with Jim Crane, Amanda found out that the bid requirement is only necessary for more than \$30,000 in construction. After a review of the structures Tom Hettinger made a motion to accept the bid of \$1,699.00 for the installation of a door at the nurse's hallway to decrease the sound from other clients when nurses are talking with clients in their rooms. Tom also made a motion to approve the installation of a new door and frame in the counseling room off of the kitchen for \$3,013.00 to help with the weatherization. Frank Lincoln seconded both motions.

Roll Call:

Nancy Simpson-absent

Frank Lincoln-yes

Tom Hettinger-yes

Dr. Jerrad Zimmerman-absent

Carol Miller-yes

Jennifer Bender-yes

Dr. Aaron Parsons-yes

Monthly Financial: Amanda brought the board up to date.

**ADJOURN:**

Jennifer Bender made a motion to adjourn at 7:00 pm.

**NEXT MEETING:**

May 21st, 2018, 5:30pm

Submitted by Amanda Minor