

**MINUTES**  
**Sept. 30, 2019**

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 1250 US HWY 36, Tuscola, IL. Board members in attendance were Frank Lincoln, Nancy Simpson, Jeremy Leonard, Bibby Appleby and Dr. Aaron Parsons. Dr. Rafael Ruggieri present via phone. Carol Miller was absent.

A motion was made by Frank Lincoln for the special meeting and was seconded by Bibby Appleby.

Roll Call:

Dr. Aaron Parsons-yes	Nancy Simpson-yes	Bibby Appleby-yes
Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent

**AGENDA**

Nancy Simpson made a motion to approve the agenda as presented and Jeremy Leonard seconded the motion.

**APPROVAL AUGUST 19, 2019 MINUTES**

Dr. Aaron Parsons made a motion to approve the minutes as presented and Jeremy Leonard seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafael Ruggieri-abstain		

**APPROVAL OF EXECUTIVE SESSION MINUTES AUGUST 19, 2019**

Frank Lincoln made a motion to approve the executive session minutes as presented and Bibby Appleby seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafael Ruggieri-abstain		

**APPROVAL OF SEPTEMBER 16, 2019 BILLS**

Via email on August 19, 2019 bills were approved by Frank Lincoln, Nancy Simpson and Dr. Aaron Parsons. Nancy Simpson made a motion to approve the bills submitted by email and approved with the following additions-Beverly Notaro-nursing-\$82.94; James Winfield-dental-\$47.00; Ada Gingerich-Nursing-\$19.72; American Express-dental-\$1557.76; contract-\$35.00; tob-\$408.00; SMP-\$50.64; nursing-\$446.65; BT-\$16.98; Enviro-\$805.80; Car Seat-\$95.00; supplies-\$400.64; Gould Bus Service-contractual-SMP-\$4000.00 and Dr. Aaron Parsons seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafael Ruggieri-abstain		

Nancy Simpson made a motion to approve the bill submitted for Erica Leonard in the amount of \$54.00 and Dr. Aaron Parsons seconded the motion.

Frank Lincoln-yes	Jeremy Leonard-abstain	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafael Ruggieri-abstain		

**OLD BUSINESS**

Update on property: Amanda shared with the board appraisal she received.

Update on county board meeting: <Curtis bill> Statue shows this to be paid from general funds.

Upon proper invoice presentation on Audit \$3500 cost-Bibby Appleby made a motion we will pay this year in the amount of \$3500 and Frank Lincoln seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafel Ruggieri-abstain		

**NEW BUSINESS**

2020 Budget: Frank Lincoln made a motion to approve the presented budget for 2020. This will then be presented to the County Board for a hearing on the 20th of Sept. with Luke and Bibby Appleby seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafel Ruggieri-abstain		

Julie Webb RN hire: Dr. Aaron Parsons made a motion to hire Julie Webb at \$22.50 with her start date Sept. 9, 2019 and she is replacing Lori Loop and Nancy Simpson seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafel Ruggieri-abstain		

Erica Leonard increase hours contracted: Dr. Aaron Parsons made a motion to increase Erica's contractual hours up to 30 hours a week starting Oct. 7, 2019 with hourly wage of \$12.00 to assist with credentialing, the EHR, and other filing duties as assigned and Nancy Simpson seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-abstain	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafel Ruggieri-abstain		

Checking account: Frank Lincoln made a motion to open a checking account for the DCHD after approval from Kate and Luke to provide better accounting for electronically deposited revenue to be deposited and reconciled monthly. After reconciling, a check will be written from the account and signed by 2 people being the current board president, administrator and April-business manager and deposited into the revenue line items for DCHD at the treasurer's office and Jeremy Leonard seconded the motion.

Roll Call:

Frank Lincoln-yes	Jeremy Leonard-abstain	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Dr. Aaron Parsons-yes
Dr. Rafel Ruggieri-absent		

Training Polciy-Tabled

Tattoo Policy update: Tabled

FQHC-Update and plan discussed

Monthly financial: will send to all

**NEXT MEETING-Oct. 21, 2019 at 5:30pm**

**ADJOURN:**

**Dr. Aaron Parsons made a motion to adjourn at 6:50pm and all agreed.**

**Submitted by Nancy Simpson**