

MINUTES
November 18th 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, Carol Miller, Dr. Aaron Parsons, Jeremy Leonard and Dr. Rafael Ruggieri and Bibby Appleby was absent. Visitors present were Jim and Nancy Allen and Charles Thomas.

AGENDA

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

APPROVAL OCTOBER 21ST, 2019 MINUTES

Frank Lincoln made a motion to approve the minutes as presented and Carol Miller seconded the motion.

Roll Call:

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

APPROVAL OF NOVEMBER 18TH, 2019 BILLS

Frank Lincoln made a motion to approve the bills submitted and Dr. Aaron Parsons seconded the motion.

Roll Call:

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

OLD BUSINESS

FQHC update and plan: Amanda shared with the board the rooms being updated for primary care to be included in FQHC program.

Tabled Training Policy: Frank Lincoln made a motion to accept the updated training policy as presented and Dr. Aaron Parsons seconded the motion.

Roll Call:

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

Tabled Tattoo Policy: Dr. Aaron Parsons made a motion to accept the updated tattoo policy as presented and Dr. Rafael Ruggieri seconded the motion.

Roll Call:

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

Dr. Todd loan repayment: Tabled

Ada Gingrich Board replacement: This will go before the Dec. 3, 2019 PLM meeting.

NEW BUSINESS

Time Accountability Software: Dr. Rafael Ruggieri made a motion to approve the purchase a time accountability software to replace the current system that is obsolete and not to exceed the cost of \$3000.00 and Frank Lincoln seconded the motion.

Roll Call:

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

Replacement hire for front desk: Dr. Rafael Ruggieri made a motion to approve the hire Allison Gomez as a front desk dental receptionist to replace an employee that will be leaving. Pay will be for a FT position starting at \$10/hour with an increase Jan. 1, 2020 and Dr. Aaron Parsons seconded the motion.

Roll Call:

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

Purchase Nitrous Oxide for Dental: Tabled for more information.

Dentist Contracts: Nancy Simpson made a motion to approve the Dr. Ryan Shonkwiler and Dr. Emily Todd contracts with the approved changes and Dr. Aaron Parsons seconded the motion.

Roll Call:

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

Budget re-approval: Frank Lincoln made a motion to approve the revised budget -007-4021-008-Liability Insurance; 001-4023008-Employee Benefits; 001-4024-008 which were included at direction of County Board Chairman and not requested by the Board of Health and Dr. Rafael Ruggieri seconded the motion.

Roll Call:

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

Nextgen travel costs for the week of 12-16-19: Frank Lincoln made a motion to cover travel costs up to \$2200 and Jeremy Leonard seconded the motion.

Roll Call:

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

Christmas Party December 19th: Amanda shared the details for the Christmas party.

Monthly Financial: Monthly financial discussed

ADJOURN

Meeting adjourn at 7:30pm

NEXT MEETING

December 16th at 5:30pm (If needed)

Submitted by Nancy Simpson

