

**MINUTES  
November 20, 2017**

The meeting of the board of Health was called to order at 5:25pm by Dr. Virginia Wade at the office of Douglas County Health Department located 1250 US HWY 36, Tuscola, IL. Board members in attendance were Nancy Simpson, Dr. Aaron Parsons, Dr. Jerrad Zimmerman, Jennifer Bender, Tom Hettinger, Carol Miller, and Frank Lincoln.

**AGENDA**

Nancy Simpson made a motion to approve the agenda as presented and Tom Hettinger seconded the motion.

**APPROVAL OF THE OCTOBER 16, 2017 MINUTES**

Tom Hettinger made a motion to approve the minutes as presented and Carol Miller seconded the motion.

**Roll Call:**

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

**APPROVAL OF THE NOVEMBER 20, 2017 BILLS SUBMITTED**

Jennifer Bender made a motion to approve the November 20, 2017 bills submitted with the following additional; Maria Andres-Nursing-\$33.00; Hannah Rogers-Envior.-\$87.74, Tobacco-\$31.03; Laura Voudrie-BF-\$20.00; Amanda Minor-supplies-\$26.60, meeting supplies-\$31.91-BT-\$33.17-Mileage-\$160.50; Sav Mor-supplies-\$300.73; Sara Bush Lincoln HC-labs-\$618.13; Central Illinois HSS – contractual-\$977.50; Amity Landscaping-\$70.00 and Dr. Aaron Parsons seconded the motion.

**Roll Call:**

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

**OLD BUSINESS**

Landscaping: Okaw Prairie –Kyle Gingerich & Seth Binnon and Amity Landscaping –Virgil Holdeman presented a bid to the board for landscaping in the spring of 2018. Nancy Simpson shared with the board with bids from Eric Hastings and Arborone-Colt Figgins. After some discussion , Nancy Simpson made a motion to accept the bid from Okaw Prairie landscaping the front of the building and mowing and lawn fertilization deleting Ice Melt Application and manually clearing sidewalks and Dr. Jerrad Zimmerman seconded the motion. Also Nancy Simpson made a motion to approve the bid from Eric Hastings for snow removal on sidewalks and Carol Miller seconded the motion.

**Roll Call:**

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

Board terms & officer re-election: Amanda gave an update on board members and their terms.

**NEW BUSINESS**

Susan & Hannah Resignation letter: Amanda shared with the board their dates to retire from the Health Department. Amanda would like to hire someone in March to train.

Discussion with Rides Mass Transit: Amanda is exploring a different service to meet the needs of everyone.

Narcan dispensing: With a \$2500 grant training for our nurses/employees will take place by the Champaign County Health Department at Douglas County Health Department on November 29, 2017.

Personnel-PT/FT Nursing: Nancy Simpson made a motion to approve Maria Andres to full time status same hourly wage beginning December 1, 2017 to train for the replacement of Jane Jones in February and Dr. Jerrad Zimmerman seconded the motion.

Roll Call:

Nancy Simpson-yes

Tom Hettinger-yes

Frank Lincoln-yes

Dr. Jerrad Zimmerman-yes

Carol Miller-yes

Jennifer Bender-yes

Dr. Aaron Parsons-yes

End of the year/Christmas Party/stipend: Jennifer Bender made a motion to present the staff with a yearend stipend in the amount of 1% as presented and Frank Lincoln seconded the motion.

Roll Call:

Nancy Simpson-yes

Tom Hettinger-yes

Frank Lincoln-yes

Dr. Jerrad Zimmerman-yes

Carol Miller-yes

Jennifer Bender-yes

Dr. Aaron Parsons-yes

Tuition reimbursement: Carol Miller made a motion to pay the tuition reimbursement from Cecilia Ibarra in the amount of \$1585.00 for two classes as well as books with classes successfully completed per personnel policy and Dr. Jerrad Zimmerman seconded the motion.

Roll Call:

Nancy Simpson-yes

Tom Hettinger-yes

Frank Lincoln-yes

Dr. Jerrad Zimmerman-yes

Carol Miller-yes

Jennifer Bender-yes

Dr. Aaron Parsons-yes

Monthly financial(out of county fees): Amanda updated the board.

**NEXT MEETING**

January 22, 2018, 530pm

**ADJOURN**

Jennifer made a motion to adjourn at 7:29pm and Carol Miller seconded the motion.

Submitted by Nancy Simpson