

**MINUTES
December 16th, 2013**

The meeting of the Board of Health was called to order at 5:35 pm by Dr. Virginia Wade at the office of Douglas County Health Department located 1250 US HWY 36, Tuscola, IL. Board members in attendance were Dr. Rick Davidson, Tom Hettinger, Dr. Zimmerman, Carol Miller and Tom Wold. Absent were Nancy Simpson and Darlene Hutchinson. Dr. Zimmerman made a motion to approve the agenda and Tom Hettinger seconded the motion.

November 8th, 2013 MINUTES

Dr. Davidson made a motion to approve the minutes as presented and Tom Hettinger seconded the motion.

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

REVIEW AND APPROVAL OF BILLS SUBMITTED FOR PAYMENT

Tom Hettinger made a motion to approve the bills submitted and Dr. Davidson seconded the motion.

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

Presentation by Bobbi Murray

Bobbi presented to the board on the history of the reserves since 2010. There has been approximately \$200,000 that has been put back into reserves every year since 2010 at the end of the county's fiscal year. After much discussion, it was decided to make a plan and a motion that everyone could agree on for paying off the building.

Motion

Dr. Davidson made a motion to have Amanda amend the 2014 budget and change the mortgage payment line item from \$70,000 to \$270,000. Amanda will also pay \$100,000 in January 2014. It will be slated to pay another \$100,000 in December 2014 and will be paid in the December bills unless the board votes to amend this motion and pay a different amount before or at the December 2014 board meeting. Dr. Zimmerman seconded the motion.

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

OLD BUSINESS

Amanda gave the board an update on Electric Medical Record and it is tabled until next meeting for further gathering of information and meeting with other health departments for a cheaper rate.

NEW BUSINESS

Raises for Employees Tom Wold made a motion to approve a 3% increase in salaries based on employee's merit scores. The spreadsheet was presented with all 3% except part-time, persons not

here more than 6 months, and Summer Phillips. The part-time dentist Dr. Eaton was approved a 3% instead of 2%. Carol Miller seconded the motion.

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

Generator: Dr. Zimmerman made a motion to approve the purchase of a generator for up to \$7,000. It should be the lowest bid and it would be best if they were located in Douglas County. Amanda had two bids; one from GDS in Arthur and one from Nadler in Sullivan. Amanda is to check with Kinney electric and see if he installs generators from do-it-best. Amanda is to find out this information and make the best decision. The generator that

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

Standing order for STD testing: Dr. Davidson made a motion to approve Dr. Wade to sign the lab draw standing order to include Gonorrhea and Chlamydia. Dr. Zimmerman seconded the motion.

Discussion: Amanda was approached by probation for court ordered labs from sexual assault cases. Dr. Zimmerman would like to see that those individuals be scheduled during times that there are very few clients in the building. Amanda said this could be done and these situations were only probably 3-4 times a year.

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

Cleaning Adjustment: Amanda told the board that she has had many complaints with the cleaning. It appears that she needs more time. Amanda spoke with her and yes she said she needs more time and would like \$50.00 more a month. Dr. Zimmerman made a motion to give her \$150 every quarter that she meets our requirements. Tom Wold seconded the motion.

Roll Call:

Tom Hettinger-yes	Carol Miller-yes	Dr. Jerrad Zimmerman-yes
Nancy Simpson-absent	Darlene Hutchinson-absent	Dr. Rick Davidson-yes
Tom Wold-yes		

NEXT MEETING

January 20th, 2014 at 5:30pm

ADJOURN

Dr. Zimmerman made a motion to adjourn at 7:30pm and Tom Hettinger seconded the motion .

Submitted by Amanda Minor