

**MEETING
MINUTES
January 20th, 2025**

The meeting of the Board of Health was called to order at 5:30pm by Dr. Virginia Wade. Board members in attendance were Nancy Simpson, Dr. Ryan Shonkwiler, Bibby Appleby, Jeremy Leonard, Dr. Virginia Wade, Jim Higgins and Dave Bozarth. Dr. Rafael Ruggieri-absent.

AGENDA

Nancy Simpson made a motion to approve the amended agenda as presented and Dave Bozarth seconded.

APPROVAL OF THE MINUTES OF THE DECEMBER MEETING

Dave Bozarth made a motion to approve the December minutes as presented and Jeremy Leonard seconded.

Roll Call:

Nancy Simpson-yes	Bibby Appleby-yes	Dr. Ryan Shonkwiler-yes
Dave Bozarth-yes	Jim Higgins-yes	Jeremy Leonard-yes
Dr. Virginia Wade-yes	Dr. Rafael Ruggieri-absent	

APPROVAL OF JANUARY INVOICIES SUBMITTED FOR PAYMENT

Nancy Simpson made a motion to approve the January invoices as presented and Dave Bozarth seconded motion.

Roll Call

Nancy Simpson-yes	Bibby Appleby-yes	Dr. Ryan Shonkwiler-yes
Dave Bozarth-yes	Jim Higgins-yes	Jeremy Leonard-yes
Dr. Virginia Wade-yes	Dr. Rafael Ruggieri-absent	

NEW BUSINESS

Budget constraints: Nancy Simpson made a motion to approve the presented strategy to eliminate excess labor to sustain operations with a start date of Feb. 1st, 2025, or within contract restrictions and Jim Higgins seconded the motion using Strategy 2-reduction in force and reduced hours.

Roll Call:

Nancy Simpson-yes	Bibby Appleby-abstain	Dr. Ryan Shonkwiler-yes
Dave Bozarth-yes	Jim Higgins-yes	Jeremy Leonard-yes
Dr. Virginia Wade-yes	Dr. Rafael Ruggieri-absent	

Clear all accounts: Jim Higgins made a motion to clear all accounts up to January 1st, 2024, allowing billing staff to concentrate on the reconciling of accounts and the resubmitting of reimbursements and Nancy Simpson seconded the motion.

Roll Call:

Nancy Simpson-yes Bibby Appleby-yes Dr. Ryan Shonkwiler-yes
Dave Bozarth-yes Jim Higgins-yes Jeremy Leonard-yes
Dr. Virginia Wade-yes Dr. Rafael Ruggieri-absent

Staff Accountant: Bibby Appleby made a motion to hire a Staff Accountant at 35 hours/week, hybrid, for \$55,000-\$65,000 a year to oversee the financial complexity of the 3 different accounting systems used within the DCJD with a start date of March 1st, 2025, and Dr. Ryan Shonkwiler seconded the motion.

Roll Call:

Nancy Simpson-yes Bibby Appleby-yes Dr. Ryan Shonkwiler-yes
Dave Bozarth-yes Jim Higgins-yes Jeremy Leonard-yes
Dr. Virginia Wade-yes Dr. Rafael Ruggieri-absent

ADOURN

Nancy Simpson made a motion to adjourn the meeting at 7:32pm

NEXT MEETING

February 17th, 2025, at 5:30pm

Submitted by Nancy Simpson

