

**MINUTES**  
**January 14, 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 Dr. Jerrad Zimmerman, Dr. Aaron Parsons, Bibby Appleby, Nancy Simpson, Jeremy Leonard and Frank Lincoln. Carol Miller was absent.

**AGENDA**

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

**APPROVAL OF NOVEMBER SPECIAL MEETING AND REGULAR MEETING MINUTES**

Frank Lincoln made a motion to approve the minutes as presented and Dr. Jerrad Zimmerman seconded the motion.

**Roll Call:**

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

**APPROVAL OF DECEMBER 2018 AND JANUARY 2019 BILLS SUBMITTED**

Nancy Simpson made a motion to approve the December 2018 and January 2019 bills submitted with the following additional; Amanda Minor-Mileage-\$23.98, SOCS-\$51.23; Summer Phillips-Tob-\$107.36, SOCS/Opi-\$110.63; Absopure-Water-Dental-\$12.80, Water-Water-\$67.00; Aramark-Mats-Bldg-\$290.00; Illinois Primary Health Care Assoc.-Dues-\$1844.81; IEMA-Dues-\$250.00; Frontier-Monthly-phone-\$166.75; Eastern Illini Electric-Elec.-\$627.94; Advanced Disposal-BT-\$408.68; Open Edge-Medical Waster-BT-\$265.66 and Dr. Jerrad Zimmerman seconded the motion.

**Roll Call:**

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

**OLD BUSINESS**

County Board Position Letter: After extensive discussion, it became apparent to all to send a letter to Judi Pollock, Bobbi Rairden, Kate Watson and the Douglas County Board Members regarding the Douglas County Health Fund-Dr. Jerrad Zimmerman made such motion and Nancy Simpson seconded the motion.

**Roll Call:**

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

**NEW BUSINESS**

**Approve Dentist Contract:** Dr. Jerrad Zimmerman made a motion to approve the 6 month contract presented for the dentist and Dr. Aaron Parsons seconded the motion.

**Roll Call:**

Frank Lincoln-yes	Dr. Jerrad Zimmerman-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Jeremy Leonard-yes

Dr. Aaron Parsons-yes

**Contract with Farnsworth for expansion plans:** Dr. Jerrad Zimmerman made a motion to approve Farnsworth contract for \$5000.00 and allow Amanda to sign and return the contract and Dr. Aaron Parsons seconded the motion. This price will include:

**Architecture**

1. Code study
2. Develop up to 2 conceptual floor plans
3. Develop conceptual building elevations
4. Develop high-level conceptual cost opinions of building
5. Attend one meeting to present final deliverable if desirable.

**Deliverable**

1. Our deliverable will be an 8.5x11 or 11x17 report that includes:
  - A. Executive summary
  - c. Proposed floor plan and site layout
  - d. Summary of opinion of probable costs.

**Roll Call:**

Frank Lincoln-yes	Dr. Jerrad Zimmerman-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Jeremy Leonard-yes

Dr. Aaron Parsons-yes

**Intern stipend:** Bibby Appleby made a motion to approve the \$1500 stipend for the Lakeland intern with ½ payable on the Jan. 30<sup>th</sup> payroll and the rest payable at the end of her internship by May 30<sup>th</sup> by the latest.

**Summer's certificate and raise:** Nancy Simpson made a motion to approve Summer's raise due to gained certificates that will enable her to receive payment for Medical Marijuana application assistance as well as an increase in the Tobacco grant funding. I make the motion to increase her salary to \$29,120 from \$24,570 and an hourly wage of \$16.00 from \$13.50 and Dr. Aaron Parsons seconded the motion.

**Roll Call:**

Frank Lincoln-yes	Dr. Jerrad Zimmerman-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Jeremy Leonard-yes

Dr. Aaron Parsons-yes

**New EMR:** Tabled for more info.

**Bids for Landscaping and Cleaning:** Nancy Simpson made a motion to approve the following contracts submitted and Dr. Aaron Parsons seconded the motion-Joanna Sitz-cleaning ; Okaw Prairie Landscaping-mowing, spring and fall clean-up, trimming, etc-Seth Binion; Okaw Prairie Landscapes-treatment for the lawn-Kyle Gingerich.

**Roll Call:**

Frank Lincoln-yes	Dr. Jerrad Zimmerman-yes	Carol Miller-absent
Bibby Appleby-yes	Nancy Simpson-yes	Jeremy Leonard-yes

Dr. Aaron Parsons-yes

**Monthly Financial: Amanda review the monthly numbers with the board.**

**NEXT MEETING:**

**February 25<sup>th</sup>, 2019, 5:30pm**

**ADJOURN**

**Dr. Jerrad Zimmerman made a motion to adjourn meeting at 7:05pm and approve by all.**

**Submitted by Nancy Simpson**