

**MINUTES
MEETING
May 19th, 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, Jeremy Leonard, Dr. Virginia Wade, Bibby Appleby, Jim Higgins and Dave Bozarth by zoom with Jeremy Leonard making motion and Jim Higgins seconded. Dr. Ryan Shonkwiler and Dr. Rafael Ruggieri were not present.

AGENDA

Nancy Simpson made a motion to approve the agenda as presented and Bibby Appleby seconded the motion.

APPROVAL OF THE MINUTES OF THE APRIL 21ST MEETING

Jeremy Leonard made a motion to approve the minutes as presented and Jim Higgins seconded the motion.

Roll Call:

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

APPROVAL OF MAY INVOICES SUBMITTED FOR PAYMEN

Bibby Appleby made a motion to approve the May invoices submitted for payment.

Roll Call:

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

OLD BUSINESS

Bibby Appleby made a motion to approve the presented Rise Summer Contract for \$24,960 per year and Nancy Simpson seconded the motion.

Roll Call:

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

Dr. Zimmerman-Collaborating Doctor.update from Amanda

NEW BUSINESS

Bibby Appleby made a motion to approve the presented Rise FY26 contract for \$67,000 per year and **Nancy Simpson** seconded the motion.

Roll Call:

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

Scrub policy for nursing and dental: **Nancy Simpson** made a motion to approve the scrub policy for nursing and dental and **Jim Higgins** seconded the motion.

Roll Call:

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

Scrubs for nurses: **Jeremy Leonard** made a motion to approve the scrub purchases for nursing for \$596.70 and **Jim Higgins** seconded the motion.

Roll Call:

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

Christmas week: **Bibby Appleby** made a motion to approve the December 22nd-26th to be closed with employee receiving 1 day off and using already accrued benefit time, totaling \$6366.15 for current employees (\$7721.15 approximately for new hires) and **Dave Bozarth** seconded the motion.

Roll Call:

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

4th of July week: **Nancy Simpson** made a motion to approve the office to be closed on July 3rd and July 4th with employees working their 26.25/30 hours from June 30 July 2nd. Phones will be forwarded to appropriate managers and will be answered and/or non =- emergency phone calls returned within 3 hours on July 3rd and **Bibby Appleby** seconded the motion.

Roll Call:

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

FY26 Raises: **Bibby Appleby** made a motion to approve the raises as set below – a merit raise up to to 5-7% recommended by managers for a total cost of \$1,856,911.61 and **Dave Bozarth** seconded the motion.

Roll Call:

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

ADJOURN-Meeting adjourned at 6.35pm and approved by all.

Submitted by Nancy Simpson