

**WOODFORD COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING**

DATE: March 22, 2023

START TIME: 5:30pm

END TIME: 6:52pm

LOCATION: Woodford County Board Room

| TOPIC | DISCUSSION | ACTION / RESPONSIBLE PERSON / DATE |
|-----------------------------------|--|---|
| | The meeting was called to order by Bonnie Allen (President) | |
| <u>ROLL CALL</u> | Present: Bonnie Allen (President), Laurie Schierer, Anna Laible, Autum Jones (entered at 5:34pm), Karen Krug, Michael Meier Absent: Gary Knepp Staff: Hillary Aggertt, Administrator; Eric Lane, Emily Kelly | |
| <u>Public Input</u> | None | |
| <u>Approval of Minutes</u> | Approval of January 25, 2023 meeting minutes Approval of January 25, 2023 Executive minutes Executive Meeting Minutes: March 25, 2019 Part 1 March 25, 2019 Part 2 March 25, 2019 Part 3 April 8, 2013 March 23, 2009 March 19, 2018 March 28, 2018 Part 1 March 28, 2018 Part 2 | Motion by Krug, Second by Schierer, motion carries Motion to approve and keep confidential by Schierer, Second by Krug, motion carries Motion to keep confidential by Jones, Second by Meiers, motion carries |
| <u>Reports</u> | Eric & Hillary presented Environmental Health Report Emily presented Clinical Report Hillary presented Third Party Billing Report | |
| <u>Presentations</u> | None | |

BOARD OF HEALTH

| | | |
|-----------------------------------|--|--|
| <u>Financial Report</u> | Monthly Financial Bills/Bills Paid in Vacation | Motion by Schierer, Second by Krug, motion carries |
| <u>Executive Session</u> | 5ILCS 120/2 c (1) | Motion to enter by Krug, Second by Schierer, Entered at 5:43pm Motion to exit by Schierer, Second by Krug, Exited at 6:19pm |
| <u>Unfinished Business</u> | Proposed: WCHD project for front door conversation Proposed: Changing Bookkeeper/Grant Manager Job Description | Motion to not exceed \$3,000 by Schierer, Second by Laible, motion carries Tabled |
| <u>New Business</u> | Hillary Aggertt presented the Administration Report. Proposed: TB Policy 500.500 (archive 401) Proposed: WIC Policies 500.700, 500.701, 500.702 (archive WIC policies 101-108) Proposed: Pay increase for Epidemiologist/ERC Proposed: Business Operations Manager Job Description Proposed: Receptionist Job Description Proposed: Community Health Improvement Plan (CHIP) | Motion by Jones, Second by Meier, motion carries Motion by Meier, Second by Laible, motion carries Motion by Laible, Second by Meier, motion carries Tabled Motion by Schierer, Second by Krug, motion carries Motion by Jones, Second by Meier, motion carries Motion by Krug, Second by Laible, motion carries |
| <u>Next Meeting</u> | May 24, 2023 at 5:30pm | |
| <u>Adjournment</u> | Meeting adjourned at 6:52pm | Motion by Jones, Second by Laible, motion carries |

BOARD OF HEALTH

Respectfully submitted by: _____

Secretary