

**MINUTES**  
**June 26, 2017**

The meeting of the Board of Health was called to order at 5:35 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. Aaron Parsons, Nancy Simpson, Dr. Jerrad Zimmerman and Tom Hettinger. Board members not in attendance were Carol Miller, Jennifer Bender and Julian Thoman.

**AGENDA**

Nancy Simpson made a motion to approve the agenda with the following correction, date for the next meeting is August 21, 2017 and Dr. Jerrad Zimmerman seconded the motion.

**APPROVAL OF THE MAY 15, 2017 MINUTES**

Dr. Jerrad Zimmerman made a motion to approve the minutes as presented with the following corrections Carol Miller was present at the meeting and voted on all motions and Tom Hettinger seconded the motion.

**Roll Call:**

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-abstain	Tom Hettinger-yes	Dr. Aaron Parsons-yes
Dr. Jerrad Zimmerman-yes		

**REVIEW & APPROVAL OF JUNE 26, 2017 BILLS SUBMITTED**

Dr. Jerrad Zimmerman made a motion to approve the June 26, 2017 bills submitted and Dr. Aaron Parsons seconded the motion.

**Roll Call:**

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-yes	Tom Hettinger-yes	Dr. Aaron Parsons-yes
Dr. Jerrad Zimmerman-yes		

**OLD BUSINESS**

**Front desk enclosure bid:** Dr. Jerrad Zimmerman made a motion to approve the proposal submitted from Medler & Richardson Builders in the amount of \$6333.00 to leave three openings for glass sliding doors and Dr. Aaron Parsons seconded the motion.

**Roll Call:**

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-yes	Tom Hettinger-yes	Dr. Aaron Parsons-yes
Dr. Jerrad Zimmerman-yes		

**Bobbi's reply for building fund:** The Health Department has a building fund account. The board also suggested \$1000.00 be put into that account monthly so for future building needs we would have a current balance.

**EHR bill:** Dr. Jerrad Zimmerman made a motion to pay "Project Kickoff Meeting"-15%-amount \$10,673.10 and "Solution Review-20%"-amount \$14,230.80 with total amount being \$24,903.90 and pay the final three events in the amount of \$28461.60 at completion meeting all criteria and Dr. Aaron Parsons seconded the motion.

**Roll Call:**

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-yes	Tom Hettinger-yes	Dr. Aaron Parsons-yes
Dr. Jerrad Zimmerman-yes		

Dr. Wade training completed and credentialing: tabled

**NEW BUSINESS**

Landscaping: It was suggested to the Okaw Prairie be present at a meeting .

4 day work weeks: Present hours are 8:30am to 4:30pm with hour for lunch and suggested 4 day week hours would be 8:00am to 4:45pm with 20 minute lunch. The board feels this should be a manager's choice.

Diaper coupons: Amanda explained how this was accomplished with grants and without grants if this will continue.

Rev-Connect quote: Tom Hettinger made a motion to approve the set-up fee of \$750.00 and the monthly \$158.00 to Netsmart and Dr. Aaron Parsons seconded the motion.

Roll Call:

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-yes	Tom Hettinger-yes	Dr. Aaron Parson-yes

Dr. Jerrad Zimmerman-yes

Fee Schedule update: Nancy Simpson made a motion to approve the fee schedule presented and Tom Hettinger seconded the motion.

Roll Call:

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-yes	Tom Hettinger-yes	Dr. Aaron Parsons-yes

Dr. Jerrad Zimmerman-yes

Summer Food Hires: Dr. Aaron Parsons made a motion to approve hourly wages-Summer Hires-Brenda Wright-&10.00 site supervisor; Hannah Volkmann-\$8.50; Madison Hutchings-\$8.50; Miah Phillips-\$8.50; Gemini Pettry-\$8.50; and Linda Jent-\$10.00-site supervisor and Dr. Jerrad Zimmerman seconded the motion.

Roll Call:

Carol Miller-absent	Julian Thoman-absent	Jennifer Bender-absent
Nancy Simpson-yes	Tom Hettinger-yes	Dr. Aaron Parsons-yes

Dr. Jerrad Zimmerman-yes

**NEXT MEETING:** August 21, 2017 at 5:30pm

**ADJOURN:** Nancy Simpson made a motion to adjourn meeting at 6:35pm and Dr. Jerrad Zimmerman seconded motion.

Submitted by Nancy Simpson