

MINUTES
September 15, 2014

The meeting of the Board of Health was called to order at 5:35pm by Dr. Virginia Wade at the office of Douglas County Health Department located 1250 US HWY 36, Tuscola, IL. Board members in attendance were Nancy Simpson, Dr. Jerrad Zimmerman, Tom Hettinger and Carol Miller. Dr. Rick Davidson, Tom Wold and Darlene Hutchinson were absent.

AGENDA

Nancy Simpson made a motion to approve the agenda as presented and Tom Hettinger seconded the motion.

APPROVAL OF AUGUST 18, 2014 MINUTES

Dr. Jerrad Zimmerman made a motion to approve the minutes as presented and Carol Miller seconded the motion.

Roll Call:

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|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-abstain | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

REVIEW AND APPROVAL OF BILLS SUBMITTED FOR PAYMENT

Nancy Simpson made a motion to approve the bills with the following additions; American Express-supplies-dental-\$153.73, Postage-\$5.60, Supplies-\$59.52, and Supplies-\$470.40 and Dr. Jerrad Zimmerman seconded the motion.

Roll Call:

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|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

OLD BUSINESS

Approve building bids/windows: The original bid for the windows was \$6585.00 and by using same size window opening contractor could do them for around \$800.00 less making cost \$5785.00-Nancy Simpson made a motion to approve this cost and Carol Miller seconded the motion.

Roll Call:

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|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

NEW BUSINESS

Hire Front Desk Person: Dr. Jerrad Zimmerman made a motion to hire a part-time front desk person at \$9.50/hour for 28 hours a week to help in supplementing the dental students and Tom Hettinger seconded the motion.

Roll Call:

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|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

Purchase Dental Chair: Tom Hettinger made a motion to purchase a dental chair for the operatory in the amount of \$15,000 to \$17,000 that will be used by the dental students and reimbursed by the ILCHF funding that we should receive in October and if funding is not received , we will use funds from reserve and Nancy Simpson seconded the motion.

Roll Call:

| | | |
|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

Approve Cleaning Contract: Nancy Simpson made a motion to accept the cleaning bid of \$150.00 a week for three times a week cleaning by Joanna Sitz and Carol Miller seconded the motion.

Roll Call:

| | | |
|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

Accept Board of Resignation: Nancy Simpson made a motion to accept the board resignation from Dr. Richard Davidson pending a signed resignation letter effective September 30, 2014 and Dr. Jerrad Zimmerman seconded the motion.

Roll Call:

| | | |
|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

Approve Dr. Parsons as Board Member: Tom Hettinger made a motion to accept Dr. Aaron Parsons as the replacement for Dr. Rick Davidson on the Douglas County Board of Health as of October 1, 2014 with term expiring on November 15, 2015 and Nancy Simpson second the motion.

Roll Call:

| | | |
|---------------------------|------------------|--------------------------|
| Dr. Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

FY 15 Budget-review &approval: Dr. Jerrad Zimmerman made a motion to approve the FY 15 budget as presented and Tom Hettinger seconded the motion.

Roll Call:

| | | |
|---------------------------|------------------|--------------------------|
| Dr.Jerrad Zimmerman-yes | Carol Miller-yes | Tom Hettinger-yes |
| Nancy Simpson-yes | Tom Wold-absent | Dr. Rick Davidson-absent |
| Darlene Hutchinson-absent | | |

Loan Re-Payment Bill: Dr. Jerrad Zimmerman made a motion to accept the contract between Douglas County Health Department and the Illinois Department of Public Health for the reimbursement of the health department paying the students for their students loans; payments will be made by the Grantee to Cheon Joo Yoon in the amounts of \$2500.00 on December 31, 2014; March 31, 2015; June 30, 2015; and September 30, 2015 and payments will be made by Grantee to Austin Martinez in the amounts of \$4,166.68 on December 31, 201; March 31, 2015; June 30, 2015; September 30, 2015, December 31, 2015; March 31, 2016; and June 30, 2016; \$2083.32 on August 31, 2016 to include a memorandum of understanding that funds not received from the state will be paid back by the students in a manner stated in the memorandum of understanding and Tom Hettinger seconded the motion. Memorandum of understanding time frame will be approved at the next board meeting on October 20, 2014

Announcements:

Flu Clinics-Drive by October 1, 2014 in park

CPR-class 9/20/14 from 9:00am until 12:00

Dental Students Start-Students will start 9/22/14 & 9/29/14

Next Meeting-October 20th, 2014 at 5:30pm

Adjourn: Dr. Jerrad Zimmerman made a motion to adjourn at 6:22pm and Tom Hettinger seconded the motion.

Submitted by Nancy Simpson