

**BOARD OF HEALTH MINUTES  
HANCOCK COUNTY HEALTH DEPARTMENT  
May 8, 2008**

Board Members Present:     Max A. Rodeffer, DMD                     Donna Bruenger  
                                  L. Joe Smith, MD                         Esther Sellars  
                                  Dennis Coventon, DO                     Edward J. Owen

Board Members Absent:     William A. Rasmussen, ATTY  
                                  Thomas J. Scheetz

Others Present:            Teresa Beeler, Administrator  
                                  Karen Gronewold, Administrative Assistant

The Board Meeting was called to order at 5:35 p.m. by M. Rodeffer, Board President.

**Minutes & Reports:** The minutes of the March 13, 2008, Board Meeting and the monthly reports were approved by all members present. E. Owen made the motion for approval of the minutes and reports, D. Bruenger seconded; motion carried.

**Nursing Update:** The nursing issue has been resolved. The RN that planned to take another position has decided to stay at the Health Department at her current wage. Another RN has decided to go full-time, and a new hire RN will start June 2, 2008, full-time.

**Construction Bids:** The new addition construction bids were reviewed and discussed at length. (See spreadsheet) The bids were broken down into sections of construction at \$110-\$115 per sq.ft. Concrete: Barry Brothers (Liberty) \$55,400; Masonry: Young (Carthage) \$34,969; Framing: Trotter (Macomb) \$109,924; Insulation: Quereto (Keokuk) \$5,800; Roof: Trotter (Macomb) \$12,871; Doors/Windows: Cook's (Carthage) \$16,414. T. Beeler has checked references and found no problems from those asked. Bid bonds are required. Drywall/Paint/Ceiling will be re-bid due to the higher than anticipated cost. Non-Union labor is acceptable, as no State monies will be used. Dr. Rodeffer stated he would prefer to see one contractor for framing and insulation due to timing issues. Dr. Coventon made the motion to have T. Beeler re-bid drywall/paint/ceiling, inquire of Trotter to possibly package the framing and insulation as one, and to accept the lowest qualified plumbing bid; D. Bruenger seconded and motion carried.

**Workmen's Compensation:** The Health Department has been audited by Workmen's Comp and found to be in compliance with our reported payroll. Our reported figures are systematically sent to the Courthouse. Somewhere in the process our figures failed to be reported by Courthouse personnel to Workmen's Comp. David Walker, County Board Chairman, has been in contact with T. Beeler stating an additional \$16,000 is needed from the Health Department to cover the shortage. Workmen's Comp evidently discovered this oversight when the audit reports were compared at their insurance

office. Taxes are levied to cover the Workmen's Comp premium. E. Owen and T. Beeler have talked with the insurance agent in Quincy and were told this involved other County offices—not just the Health Department. The agent stated D. Walker has been given the dollar shortage amounts, and he questioned the amount D. Walker quoted for the Health Department. T. Beeler told D. Walker that someone is not doing their job and should be held accountable. Dr. Coventon made the motion for E. Owen to work with T. Beeler to investigate the correct tax levy amount and to get the correct dollar amount for the Health Department's share of the shortage from Workmen's Comp; E. Sellars seconded and motion carried. This will be discussed further at the next Board meeting, at which time the Personnel and Finance Committees will also meet.

**IT Position:** T. Beeler informed the Board of the need to have an IT person available on staff. T. Beeler and S. McElroy troubleshoot and handle what they can in-house. This is time consuming and may take them away from their own work several times daily. Computing Made Easy has been used in the past, however, they are slow to respond and follow through with service. Our system has become complex and an overhaul is needed, as well as for the new addition. D. Bruenger suggested contacting Western Illinois University for a summer intern. Dr. Smith made the motion to advertise for a half-time IT person and to contact Western Illinois University to see if there might be an upper level intern available for the summer; E. Owen seconded and motion carried.

**NEXT BOARD MEETING:  
Thursday, June 26, 2008  
PERSONNEL COMMITTEE – 5:30 p.m.  
FINANCE COMMITTEE – 6:00 p.m.  
BOARD MEETING – 6:30 p.m.**

**Adjournment:** There being no further business, E. Sellars made the motion to adjourn at 6:45 p.m. and E. Owen seconded; motion carried.

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Max Rodeffer, President

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Date

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