

**BOARD OF HEALTH MINUTES
HANCOCK COUNTY HEALTH DEPARTMENT
September 13, 2012
5:30 p.m.**

Board Members Present: Edward J. Owen Dale C. Quimby, DDS
 Andy Bastert Karen Andrews, Atty
 Nancy Krekel Jeanne Schell
 Debbie Althide Susie Eddington
 Denise Yuskis

Board Members Absent: L. Joe Smith, MD

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

The Board Meeting was called to order at 5:30 p.m. by E. Owen, Board President.

Minutes & Reports: The minutes of the July 26, 2012, Board Meeting were approved by all members present. A. Bastert made the motion for approval; D. Althide seconded; motion carried.

Administrative & Finance Report: T. Beeler reported that Deb Conner, NP, has started working Tuesdays in our Family Planning Clinic. Blessing Hospice will be moving here next week, and we will be collaborating on Hospice care in the County. The Health & Wellness Coalition fundraiser raised over \$4,000 to be used for medical/dental/transportation assistance to income eligible residents. T. Beeler reported on the Audit Corrective Actions that were suggested following the recent annual audit. The Accountants will be coming the end of October. An overview of the Peachtree Accounting Program was explained to the new board members. Budget numbers were discussed and explained by T. Beeler. At this time, the State of Illinois still owes us \$106,476 in grant funds through June 30, 2012. Once again, no action was taken on the fiscal year change or going with the County Audit. This will be addressed at the next board meeting. The Administrative and Finance Reports were approved by all members present. J. Schell made the motion for approval; A. Bastert seconded; motion carried.

Bank Instrument Policy: The Bank Instrument Policy was explained to new board members. T. Beeler requested a secondary signer change and asked for board approval. The signers are the HCHD Board President, HCHD Administrator, board member, and staff member. K. Andrews made the motion for approval; D. Yuskis seconded; motion carried.

Financial Policies: T. Beeler has e-mailed the Financial Policies & Procedures to board members, and this was tabled and will be discussed at the next board meeting after all have had time to read and evaluate.

Annual Report: The FY12 Annual Report was handed out and approved by all members present. A. Bastert made the motion for approval; D. Yuskis seconded; motion carried.

TB Program: To explain to new members, T. Beeler said the TB Program was moved from the Mental Health Center to the Health Department, along with its' assets. Our Health Department Board was increased from eight to eleven members, due to the acceptance of three TB Board members. The TB tax levy was transferred to the Health Department at that same time.

**NEXT BOARD MEETING:
November 8, 2012, at 5:30 p.m.**

Adjournment: There being no further business, D. Althide made the motion to adjourn at 6:25 p.m.; D. Yuskis seconded; motion carried.

Edward J. Owen, President

Date