

Hancock County Health Department
Board Meeting Minutes
November 21, 2013

Board Members Present: Deb Althide Dale Quimby, DDS
Karen Andrews Jeanne Schell
Nancy Krekel Denise Yuskis
Edward Owens Mark Strobe, MD

Board Members Absent: Andy Bastert L. Joe Smith, MD

Others Present: Amy McCallister, Administrator
Mokihana Jensen, Financial Director

Board President Ed Owens called the meeting to order at 5:35pm.

Board Minutes: Board minutes from the October 17, 2013, meeting were read. A motion to approve the minutes was made by M. Strobe with J. Schell seconding. Motion carried.

Administrative Report: Administrator Amy McCallister presented the report. A Monthly Summary on paper was presented to the Board for review.

Maureen and Amy met with Steve Haight from the Governor's office. Steve was traveling around the State to discuss the IPC program with the grantees.

On November 14, Amy and Maureen attended a meeting of the County Board Finance Committee to listen to the insurance agents discussion about what changes might be made to the county's insurance plan. While at the meeting, Maureen and I discussed the ACA and the IPC/Navigators that are available in the County for individuals.

Memorial Hospital held their November meeting at the Health Department on November 12th. Memorial Hospital provided lunch for the individuals in attendance. Amy, Maureen, Dr. Moon, and Amber attended the meeting. The Memorial Hospital providers asked questions of the Health Department, and Maureen then gave them a tour of the Health Department.

Memorial Hospital and HCHD will be working on conducting a community needs assessment. Ada and Amy will be working on this together to satisfy requirements for both of the organizations. We have submitted a letter to the editor to inform the community about the community needs assessments. We will be holding a meeting at the Christian Church on December 11, 2014, beginning at 3:30pm to discuss the process with community organizations that will help us during this process.

Maureen and Amy attended the National Rural Health Day breakfast at the hospital. The hospital was celebrating the power of being rural.

It was discussed that the Board of Health would be interested in continuing to participate with the hospital in joint educational meetings every six months like the previous dual board educational meeting.

Amy provided an ACA presentation at the Interagency Meeting and at the Kiwanis Meeting.

Maureen wrote a grant to the Keokuk Area Community Foundation, and they have awarded the Hancock County Health and Wellness Coalition a grant in the amount of \$6,324. The money will be used to purchase 2 Cavitrons (ultrasonic teeth cleaning machines), a new lab draw chair, and a cardiac stethoscope for the Wellness Clinic. Jana West and Maureen Crawford will accept the grant at the awards luncheon December 4 at the Keokuk Country Club.

We were not awarded the Building Better Bones grant.

A motion to accept the Administrative Report was made by K. Andrews with M. Strobe seconding. Motion carried.

Financial Report: Mokihana Jensen presented the financial monthly summary from October – November.

Mokihana met with the County Board on October 24th to discuss the budget that was approved and submitted by the HCHD. Specifically, they wanted to ask about the amount of tax levy being used to calculate our budget.

Mokihana attended a monthly Wellness Staff meeting November 6th. She presented an income statement which showed a significant loss in the Wellness Clinic. There was discussion about where the numbers were coming from and how to increase revenue and possibly reduce expenditures as needed.

Mokihana started writing the Fiscal Policies for HCHD. They will be completed for review by the next Board of Health meeting.

Mokihana is preparing for ABNG to come and complete the process that will have us ready for audit by the new auditing company that is used by the County. This audit is scheduled for December 9th.

Peachtree building of the Chart of Accounts is complete. After the visit by ABNG, Mokihana will start entering all the information from July going forward so that reports will be more accurate and information will be more readily available.

All bank statements have been reconciled to current.

Mokihana has completed the training for the new Allscripts system that is being installed soon.

All paperwork requested by ABNG for final Audit assist scheduled for October 18th has been prepared.

A motion to approve the financial report was made by J. Schell with a second by M. Strobe. Motion carried.

N. Krekel leaves board meeting at 6pm.

Old Business:

A motion to approve the 3rd Thursday of the month at 5:30pm for the upcoming calendar year Health Board meetings was made by D. Yuskis with a second by J. Schell. Motion carried.

New Business:

A meeting for the Finance Committee will be set in December. Board members who are on the finance committee are L. Smith, A. Bastert, D. Althide, and J. Schell.

The HCHD will be holding an open house December 5th in conjunction with the Carthage businesses open house. Refreshments will be served. All are encouraged to attend.

Amy reported that Becky R. has been the IT person at the Health Department since we do not have a contract with anyone for IT services. After discussion, it was decided that Amy was to look around and get bids for technical support.

A motion for Amy to get bids for IT help and to hire someone for this was made by J. Schell with a second from D. Yuskis. Motion carried.

M. Strobe leaves the meeting at 6:30pm.

It was decided that Amy could use her discretion in determining if employees would be given a half days pay for December 26 as part of holiday pay.

A motion to enter into Executive Session at 6:45pm was made by J. Schell with a second made by D. Yuskis. Motion carried.

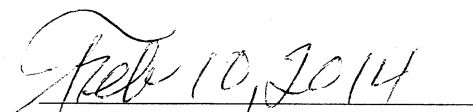
A motion to exit from Executive Session at 7:35pm was made by D. Yuskis with a second by K. Andrews. Motion carried.

A motion to allow Jeff Bennett to carry over 10 days of vacation to 2014 was made by K. Andrews with a second by D. Quimby. Roll call vote was held: 6 Yea; 0 Nay; 4 Absent. Motion carried.

A motion to adjourn at 7:45pm was made by D. Althide with a second by D. Yuskis. Motion carried.

The next Health Department Board Meeting will be held December 19, 2013, at 5:30pm.


Edward J. Owen, President


Date