

BOARD OF HEALTH MINUTES
HANCOCK COUNTY HEALTH DEPARTMENT
November 8, 2012
5:30 p.m.

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

Board Members Absent: L. Joe Smith, MD
 Dale C. Quimby, DDS

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 September 13, 2012, Board Meeting were approved by all members present. K. Andrews made the motion for approval; D. Yuskis seconded; motion carried. Administrative & Finance Discussion: T. Beeler reported, as of today, the State owes the Health Department \$302,000. Discussion, questions, and the explanation of financial line items followed. T. Beeler explained cutbacks that have taken place, such as shortening each work day by one hour. There is flexibility to the shortened hours depending on the department and position held, in order to keep the coverage needed.

Amendment: K. Andrews requested an amendment to the Agenda to report the statutes state that the secretary and treasurer of all Health Department Boards of Health should be Board members. J. Schell made the motion to amend the Agenda; N. Krekel seconded; motion carried. After discussion, K. Andrews made the motion to appoint A. Bastert, Treasurer and Susie Eddington, Secretary; J. Schell seconded; motion carried.

Board Training: T. Beeler informed the Board of the requirement to complete the on-line training for both the Open Meetings Act and the Freedom of Information Act. When completed, the Board members are to mail or bring in their certificates of completion to the Health Department.

Tax Anticipation Warrants: Tax Anticipation Warrants for the Health Department were discussed. K. Andrews made the motion to authorize Teresa Beeler to request the County Board issue tax anticipation warrants at 80% of the HCHD tax levy for use at T. Beeler's discretion. Nancy Krekel seconded; motion carried. Roll Call Vote: Yea – 7, Nay – 0, Abstain – 1, Absent - 2

Memorial Hospital Update: A. Bastert, E. Owen, and T. Beeler met recently with Ada Bair, Memorial Hospital. Discussion was held on increased collaboration with Memorial Hospital.

Payroll: Discussion was held regarding transfer of payroll to the Treasurer's Office. Jeanne Schell made the motion to move the HCHD payroll to the Hancock County Treasurer's Office. The effective date is to be January 1, 2013. Nancy Krekel seconded; motion carried. Roll Call Vote: Yea - 7, Nay - 0, Abstain - 1, Absent - 2

Bylaws: An issue on electronic media was referred to the Bylaws Committee for review and recommendation.


Audit Report: The auditors are here working on last fiscal year's audit. The County Audit was discussed and what it entails to change over to using the same auditors. J. Schell made the motion to change the Hancock County Health Department's fiscal year to the same as the Hancock County Board, which is December 1 through November 30, to take effect, December 1, 2013. Karen Andrews seconded; motion carried. Roll Call Vote: Yea - 7, Nay - 0, Abstain - 1, Absent - 2

**NEXT BOARD MEETING:
December 13, 2012, at 5:30 p.m.**

Adjournment: There being no further business, A. Bastert made the motion to adjourn at 8:00 p.m.; N. Krekel seconded; motion carried.



Edward J. Owen, President



Date