

**Hancock County Health Department
Board Meeting Minutes
August 22, 2013**

Board Members Present: Deb Althide Jeanne Schell
 Karen Andrews L. Joe Smith, M.D.
 Andy Bastert Denise Yuskis
 Nancy Krekel Mark Strobe, M.D.
 Dale Quimby, D.D.S.

Board Members Absent: Ed Owens

Others Present: Maureen Crawford, Interim Administrator

Because of Board President, Ed Owen's absence, Vice-President, Nancy Krekel called the meeting to order at 5:45pm.

Minutes and Reports: Board minutes from the July regular scheduled meeting were read and approved. A motion for approval was made by A. Bastert with M. Strobe seconding. Motion carried.

Administrators Report: Interim administrator, Maureen Crawford gave the administrators report.

Staff Updates: Maureen reported that Home Health is looking for an additional part-time RN.

IBCCP has a new RN Case Manager. Carla Fink, RN, BSN, will start Sept. 9, 2013, and will replace Jeanne Westby, RN, who is retiring. Jeanne has offered to work Thursday mornings to enable HCHD to continue to offer blood draws 5 days a week.

Janitorial Job: Amy Rampley will be our new cleaning person and will begin September 3, 2013.

Maternity Leave: Jessica Croy will be on maternity leave October 4, 2013-December 31, 2013.

Melita Finney will cover BCBS HKHF grant program. Maureen Crawford will assist with EP and IBCCP.

LEHP: Jeff Bennett, LEHP, has returned from medical leave on Monday, August 19, 2013.

IPC Grant: Staff members from Memorial Hospital, HCHC and Mental Health will be trained as In Person Counselors to assist residents with enrollment in qualified insurance plans through the Health Information Marketplace. HCHD is working with Adams, Brown, Pike and Schuyler counties to hire 2 contractual employees to work through June 30, 2014.

Audit Update: Kathy Shupe from ABNG is here Thursday and Friday of this week. Estimate of cost of ABNG assistance in audit preparation is roughly \$7000. Estimated date of readiness has been requested so we can pass that along to Jeff McPherson of GHS.

Grant Applications: KACF due August 31, 2013---cavitrons for dental, lab chair and stethoscope for Wellness. OWH Mini-grant---Building Better Bones, collaborate with Memorial Hospital and MDH on September 9, 2013.

Financial Report: Finance director, Mokihana Jensen presented the financial report to the board. After reviewing the report, Financial Director, M. Jensen made some suggestions concerning what the board might like to see in future financial reports. It was determined that the Finance committee would meet sometime before the next board meeting and decide what they would like to see in the reports presented at the monthly board meetings. A motion to approve the financial report and to send it on to the Hancock County Board was made by J. Schell with M. Strobe seconding. Roll call vote was held: 9 Yea; 0 Nay; 1 Absent. Motion carried.

Executive Session: A motion to inter into executive session to discuss personnel and Administrator status was made by D. Yuskis with D. Althide seconding at 6:25pm . Motion carried.

Exit Executive Session: A motion to exit executive session at 6:40pm was made by J. Schell with D. Althide seconding. Motion carried.


OMA Training: It was decided to table this until the next meeting.

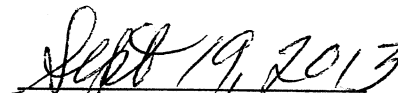
Administrator Status: A motion to hire Amy McAlister for a salary of \$50,000 as the new administrator was made by D. Quimby with K. Andrews seconding. Roll call vote was held: 9 Yea; 0 Nay; 1 Absent. Motion carried. K. Andrews had drawn up a legal contract and it will be given to A. McAlister the next day.

Accumulated vacation days: A motion to let Interim Director, Maureen Crawford carry over more than one week of accumulated vacation days was made by D. Yuskis with M. Strobe seconding. Motion carried.

Adjournment: A motion to adjourn was made by M. Strobe with D. Yuskis seconding. Motion carried.

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


Edward J. Owen, President


Date