

Hancock County Health Department
Board Meeting Minutes
July 17, 2014

Board Members Present: Jeanne Schell Karen Andrews, ATTY
L. Joe Smith, MD Denise Yuskis
Mark Strobe, MD Edward Owen
Nancy Krekel Dale Quimby, DDS

Board Members Absent: Monica Crim, APN Andy Bastert
Deb Althide

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

Board President Nancy Krekel called the meeting to order at 5:30pm.

Board Minutes:

Board minutes for the May 15, 2014 meeting were read. A **motion** to approve the minutes was made by M. Strobe with E. Owen seconding. Motion carried.

Reports:

Financial: Mokihana Jensen presented the financial report. She reported that the department continues to show improvement. Our year to date cash flow has increased significantly in the last year. She reported that our aged payables are holding steady at around \$89,000. However, this was the end of many of the state entity's fiscal years. The main goal is to keep them around 20-30 thousand dollars with no bills outstanding past 30-60 days. Rebuilding of Peachtree is going slowly because of the turnover in Home Health with billing.

Administrative: Amy McCallister presented to the board the administrative report. Meetings regarding the community needs assessment are still being held but they are being held every two weeks instead of monthly. Ada and Amy would like to hold a joint board meeting to present the final report to both boards. Amy informed the board that she will be asking for a six month extension to complete the IPLAN. Keith Keller ended his contractual employment at the end of June for the IPC program to help individuals enroll in health insurance. Amy and Maureen will continue to answer the any questions regarding the program. Amy will continue to meet with individuals that need help in enrolling in health insurance. Amy discussed her meeting with the individual conducting the county's risk evaluation. She discussed that most grants closed at the end of June and that grant applications have and are being submitted for grants that should have begun on July 1. She is reviewing collection agencies to try to help the department collect on outstanding accounts. Amy discussed the change in the Home Health staff. She discussed the small claims court process that is happening for some of the accounts from the dental center. Amy discussed the press releases that Melita has been working on for tick-borne illnesses and bats. Amy discussed the FOIA request that the department received. A **motion** to approve the Financial and Administrative report was made by M. Strobe and J. Schell. Motion carried.

New Business:

Former Dallas City Clinic

Amy discussed the proposal from the Dallas City Civic association to have the equipment removed from the building by October 1, 2014 and to pay \$1.00 to settle the past rent and late fees. A **motion** to approve the paying of the \$1.00 and removing the equipment was made by D. Yuskis and K. Andrews. Motion carried.

Wellness Clinic Fees:

Discussion about increasing wellness clinic fees for the shingles vaccine from \$175.00 to \$200.00, lead blood tests from \$30.00 to \$45.00, and keeping hemoglobin tests at \$14.00. **A motion** to approve the wellness clinic fees was made by J. Schell and K. Andrews. Motion carried.

Budget:

The county's finance committee has requested that the health department submit their budget to them by August 5, 2014 so that they can begin working on the county budget. Amy requested that she could meet with the BOH's finance committee to discuss that health department's budget prior to submitting it to the county's finance committee. She will also be requesting that the health department meet with the county's finance committee in late September to discuss the budget. **A motion** to approve the BOH's finance committee meet to approve the health department's budget was made by K. Andrews and D. Yuskis. Motion carried.

Board Members Nominations:

Discussion of recommending three BOH members K. Andrews, E. Owens, and D. Yuskis to the county board to serve on the BOH for another term and suggestions were giving of other individuals to contact to see if they will be willing to serve on the BOH. **A motion** was made to approve that K. Andrews, E. Owens, and D. Yuskis be recommended to serve another term on the BOH to the county board was made by K. Andrews and M. Strobe. Motion carried.

Executive Session:

A motion was made at 6:10 to enter executive session was made by D. Yuskis and M. Strobe. Motion carried. Executive session was adjourned at 6:23 a motion was made by K. Andrews and M. Strobe. Motion carried. **A motion** was made to change Moki's job classification made by J. Schell and K. Andrews. Motion carried.

Adjournment:

A motion to adjourn the meeting at 6:25pm was made by K. Andrews with M. Strobe seconding. Motion carried.

Next Scheduled Board Meeting: August 21, 2014 at 5:30pm.

Nancy Kreke
Nancy Kreke, President

August 21, 2014
Date