HEALTH COMMITTEE
MEETING MINUTES
December 21, 2012

County Board Members in attendance: *Millie Dyer, Teryl Lundeen, Vicki Geiger, Deb Warning, John Almer, Ron Severson, David Welter (David Welter departed the meeting at approximately 8:40 am.)*

County Employees in attendance: *Jason Helland, State's Attorney*

Public Health Members in attendance: *Kay Lynn Shoemaker, Barb Thetard, Judy Bailey, Susan Hudson, Chris Donley, Mike Boyle*

Guests: *Terry Christiansen*

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I. Call to Order: Millie Dyer called the meeting to order at 8:30 a.m.

II. Approval of Agenda: John Almer made a motion to accept the agenda as presented. Deb Warning seconded the motion. Motion carried.

III. Review of Minutes: The Health Committee minutes from November 21, 2012 were presented to be put on file for the County Board meeting. John Almer made a motion to accept the Health Committee minutes from November 21, 2012. The motion was seconded by Teryl Lundeen seconded the motion. Motion carried.

The Board of Health minutes of November 19, 2012 were reviewed.

IV. Public Comment: None

V. Staff Update: Kay Lynn Shoemaker stated that the staff update information was contained in her monthly report.

VI. Review of Administrator's Report: Kay Lynn Shoemaker gave the fiscal income figures. Additionally she explained the recent staff changes involving:
A. Cheryl Wardell leaving the Health Department for the Land Use Secretary's position,
B. Kelly Hitt left the part-time Volunteer Coordinator's position for the full-time Environmental Health Secretary's position, and
C. Lou Ann Carpenter's departure from the Senior Services Division.

Next Kay Lynn Shoemaker reviewed the increase given to the Health Department staff.

For the benefit of the new Committee members, Ron Severson explained the operational relationship of the Board of Health and the Grundy County Board. Motion to approve report was made by John Almer and seconded by Deb Warning. Motion carried.

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VII. Division Briefs:

1. **Nursing:** The Nursing Division's monthly report found in the Committee packet was presented by Kay Lynn Shoemaker. She also mentioned the upcoming Emergency Preparedness Exercise and the need to volunteers to be involved.

2. **Mental Health:** Susan Hudson presented and reviewed the Mental Health Division's monthly report as found in the Committee packet.

3. **Environmental Health**: Mike Boyle presented the Environmental Health Division report found in the Committee packet.

4. **Senior Programs:** Chris Donley presented the Senior Services Division's monthly report, highlighting some of the information contained in it. Chris Donley responded to a variety of questions about program activities from the Committee.

   Motion to approve the Division reports was made by John Almer and seconded by Deb Warning. Motion carried.

VIII. Other Business

1. **New Health Committee Members:** The Health Committee Members and staff introduced themselves as many of the new Committee members were new following the recent election.

2. **Health Committee dates:** The committee reviewed the proposed dates for the Health Committee for 2013. As the dates decided upon did not reflect the dates provided in the packet, the following dates were established as the dates of the meetings for 2013:

January 18, 2013	July 19, 2013
February 22, 2013	August 23, 2013
March 22, 2013	September 20, 2013
April 19, 2013	October 18, 2013
May 24, 2013	November 22, 2013
June 21, 2013	December 20, 2013

   A motion to approve the Health Committee meeting dates for 2013 was made by John Almer. The motion was seconded by Vicki Geiger and unanimously approved.

IX. ***Cash Receipts / Financial Report:*** The Cash receipts report for November 2012 was presented to the Health Committee. Susan /Hudson answer a question about pharmaceutical funding. Mike Boyle answered question about the West Nile Virus program and line item.

A motion to accept the Cash Receipts and Financial Report as presented was made by Teryl Lundeen. The motion was seconded by John Almer and unanimously approved.

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X. Review and Signing of Claims: The claims were presented by Kay Lynn Shoemaker. Questions were raised about taxes be paid for materials purchased by the Health Department, and it was asserted that the Health Department should not be paying tax.

The recommendation was put forward that the bill less the amount of the tax should be paid with a copy of the tax exempt letter included with the payment.

A motion to pay the claims as amended was made by John Almer. The motion was seconded by Teryl Lundeen and unanimously approved.

XI. Other: None

Adjournment: Motion to adjourn made by John Almer. The motion was seconded by Teryl Lundeen and unanimously approved. The meeting adjourned at 10:03 am.

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Minutes taken and written by Mike Boyle
Minutes edited by Kay Lynn Shoemaker