

**BOARD OF HEALTH MINUTES
HANCOCK COUNTY HEALTH DEPARTMENT
October 13, 2011
5:30 p.m.**

Board Members Present:	Edward J. Owen	Esther Sellars
Dale C. Quimby, DDS	Deb Althide	Andy Bastert
Stanley L. Tucker, Atty	Denise Yuskis	Thomas J. Scheetz

Board Members Absent: Nancy Krekel L. Joe Smith, MD

Others Present: Teresa Beeler, Administrator
Karen Gronewold, Administrative Assistant
Sue Ricker, Home Health Director

The Board Meeting was called to order at 5:35 p.m. by E. Owen, Board President.

Minutes & Reports: The minutes of the July 14, 2011, Board Meeting were approved by all members present. D. Althide made the motion for approval; D. Yuskis seconded; motion carried. A. Bastert made the motion for approval of the Administrator's report and Finance report; S. Tucker seconded; motion carried.

Home Health Annual Report – Advisory Committee: Information from the Home Health Department was presented by the new Director, Sue Ricker, RN. Patient statistics were included in the documentation: 2009 – 260, 2010 – 284, and 2011 – 308. Visits are up, and we have been very busy. S. Ricker reported there are five RN's, as well as herself, and six Nurse Aides, one is retired but very willing to fill in as needed. Both the nurses and aides are using electronic charting to varying degrees, with the goal for all charting to be electronic by 2013. The future looks very bright with new possibilities for expansion and services. Hospice is one service we will be looking at. S. Tucker made the motion for the Administrator and Director of Home Health to complete the necessary paperwork and develop a plan to complete the application to present at the next Board meeting; T. Scheetz seconded; motion carried. The Home Health Evaluation form was completed by the Board. D. Quimby made the motion to approve the evaluation; D. Althide seconded; motion carried. E. Owen, President, signed/dated same.

Letter of Resignation: The letter of resignation from Board member, Dennis R. Coventon, DO, was read by E. Owen. A. Bastert made the motion to accept the resignation; T. Scheetz seconded; motion carried by all present. This position will remain open at this time.

Executive Session: At 6:30 p.m., T. Scheetz made the motion to enter Executive Session; D. Althide seconded; motion carried by all present.

Executive Session Adjournment: At 7:05 p.m., S. Tucker made the motion to adjourn Executive Session and return to Regular Session; D. Quimby seconded; motion carried by all present.

Board Recommendation: At the recommendation of the Board, the employee will be sent a certified letter of dismissal.

Finance: T. Scheetz made the motion for a letter to be written stating that Financial reports are to be completed for each month and enclosed with the Board packets, rather than being handed out at the meeting; D. Quimby seconded; motion carried. S. Tucker made the motion to authorize the Administrator to send two persons for Peachtree training, in order to implement the program by 07/01/2012; A. Bastert seconded; motion carried. The Administrator is to research the closest location and cost for this training.

Building Insurance: T. Scheetz said he thought the County building insurance coverage is coming due in November and volunteered to check into this coverage for the Health Department building. He felt this could possibly save money on our premium. T. Beeler stated that in the past we preferred to keep the coverage here, since the County does not maintain this building. However, we are open to cost/coverage comparison. T. Scheetz will have the company contact T. Beeler.

Gala Report: T. Beeler reported the Gala was very successful, with 121 persons going through the food line. She also reported approximately \$4,000 clear profit for the Health & Wellness Coalition. Sullivan & Son has asked if and when we will be doing another one.

Phone Issues: E. Sellars told the Board that it was very difficult and complicated to call into the Health Department. T. Beeler said we have made many changes trying to make it better and will continue trying to find a solution.

**NEXT BOARD MEETING:
Thursday, December 8, 2011
5:30 p.m.**

Adjournment: There being no further business, T. Scheetz made the motion to adjourn at 6:45 p.m.; D. Althide seconded; motion carried.

Edward J. Owen, President

Date