



Cape Girardeau County Public Health Center
Board Meeting Minutes
Tuesday, November 29, 2022
4:00 p.m., 1121 Linden St, Cape Girardeau, MO 63703

Present:

Dr. John Freeze, Chairperson
 Georganne Syler, Vice Chairperson
 William Lewis, Secretary
 Diane Howard
 Eric Becking

Staff:

Director Jane Wernsman
 Assistant Director Autumn Grim
 Environmental Health Supervisor Amy Morris

Absent:

Agenda	Discussion	Tasks/Conclusion	Responsibility
Call to order	Dr. John Freeze called the meeting to order at 4:01 p.m.		
Approval of minutes	A request for a motion to approve the minutes from the October 25, 2022 Board Meeting and the October 7, 2022 Public Hearing was made.	Georganne Syler made the motion, seconded by Diane Howard, motion passed	Filed with the minutes
Financial Report	Director Jane Wernsman presented the Accountants Fiscal Report for October 2022.		Filed with the minutes
Ratification of Expenditures	Director Jane Wernsman presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period October 1 – October 31, 2022. A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period October 1 – October 30, 2022.	Eric Becking made the motion, seconded by Georganne Syler, motion passed	Filed with the minutes
Monthly Services Report	The monthly services report was reviewed.		
Communicable Disease Report	Assistant Director Autumn Grim presented the monthly communicable disease report.		
Environmental Health Report	Environmental Health Supervisor Amy Morris presented the monthly environmental health report.		

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<i>FY2023 Draft Budget</i>	Director Jane Wernsman provided the Board with a Draft Budget for FY2023 (January 1, 2023 – December 31, 2023).		
<i>Administrative Policy Review</i>	<p>A request for motion to approve Administrative Policy 4.20, Director’s Independent Authority, with the change of the word “insurances” to “insurance” was made.</p> <p>A request for a motion to approve Administrative Policy 11.15, Social Media as presented and Policy 23.10, WIC Social Media Policy, with the inclusion of the statement, “Information and website links posted on social media will contain a link to the current nondiscrimination statement located at https://health.mo.gov/living/families/frauddatalinks/nondiscrimination.”</p> <p>A request for a motion to approve 17.1 General Sanitation Complaints, 17.2 On-Site Sewage, 17.3 Food Service Protection Services, 17.4 Food Service Complaints, and 17.5 Closure of a Food Establishment as presented was made.</p>	<p>Georganne Syler made the motion, seconded by Diane Howard, motion passed</p> <p>Diane Howard made the motion, seconded by Georganne Syler, motion passed</p> <p>Eric Becking made the motion, seconded by Billy Lewis, motion passed</p>	
<i>Accreditation</i>	The Missouri Institute for Community Health has begun the process of reaccrediting local public health agencies in Missouri. Cape Girardeau County Public Health Center is slated for reaccreditation in 2023. Director Jane Wernsman provided the Board with a training handout, Accreditation and Missouri’s Foundational Public Health Services (FPHS) Model.		
<i>Public Comments</i>	The Board received comments from the public.		
<i>Next Meeting</i>	Next Board meeting is December 13th at 6:00 p.m. at the Cape County Public Health Center.		
<i>Closed Session</i>	<p>A request for a motion to move into Closed Session pursuant to section 610.021 RSMO for the specific issues related to:</p> <p>(1) the hiring, firing, disciplining, or promotion of personnel of a public government body</p>	<p>Georganne Syler made the motion, seconded by Billy Lewis, motion passed</p> <p>The board moved into closed session at 5:31 p.m</p> <p>A voting action was taken</p>	

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Open Session	Open session resumed at 6:06 p.m.		
Adjournment	There being no further business, a motion was made to adjourn.	Billy Lewis made the motion, seconded by Georganne Syler, motion passed	
Meeting adjourned at: 6:07 p.m.			

Submitted by:



William Lewis, Secretary – Treasurer
 Cape Girardeau County Public Health Center
 Board of Trustees

Date: 13 DEC 2022