



**Cape Girardeau County Public Health Center**

**Board Meeting Minutes**

**June 25, 2024**

**12:00 p.m., 1121 Linden St, Cape Girardeau, MO 63703**

**Present:**

Dr. John Freeze, Chairperson  
 Georganne Syler, Vice Chairperson  
 Nancy Johnson, Secretary  
 Diane Howard  
 Eric Becking

**Staff:**

Director Autumn Grim  
 Assistant Director Natalie Govreau

**Absent:**

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b>Call to order</b>	Dr. John Freeze, Chairperson, called the meeting to order at 12:00 p.m.		
<b>Approval of minutes</b>	A request for a motion to approve the minutes from the May 28, 2024 Board Meeting was made.	Georganne Syler made the motion, seconded by Diane Howard, motion passed.	Filed with the minutes
<b>Financial Report</b>	Director Autumn Grim presented the Accountants Fiscal Report for May 2024.		Filed with the minutes
<b>Ratification of Expenditures</b>	Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period May 1 – May 31, 2024.  A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period May 1-31, 2024.	Diane Howard made the motion, seconded by Nancy Johnson, motion passed.	Filed with the minutes
<b>Monthly Services Report</b>	The monthly services report was reviewed.		
<b>Communicable Disease Report</b>	Director Autumn Grim presented the monthly communicable disease report.		
<b>Environmental Health Report</b>	Assistant Director Natalie Govreau presented the monthly environmental health report.		
<b>2023 Audit</b>	The audit findings were presented at the last meeting, but no vote was taken to accept the findings.  A request for a motion to accept the 2023 audit was made.	Georganne Syler made the motion, seconded by Eric Becking, motion passed.	

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<b>Conflict of Interest Ordinance/Resolution</b>	A motion was made to re-adopt the Conflict of Interest Ordinance/Resolution.	Diane Howard made the motion, seconded by Nancy Johnson, motion passed.	
<b>Care &amp; Wellness Event – July 12th</b>	Director Autumn Grim advised the board about the advertising that was being done for the event and informed them that many different agencies have asked to participate in the event. Discussion is being had about making this a yearly event going forward.		
<b>Quality Improvement Plan</b>	<p>Director Autumn Grim presented the board with an updated Quality Improvement Plan which is PHAB requirement should they decide to go forward with national accreditation.</p> <p>A motion was made to accept the Quality Improvement Plan.</p>	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.	
<b>Administrative Policies</b>	<p>A motion was made to accept Administration: 4.25 Quality Improvement (QI)/Continuous Quality Improvement with one change of adding the abbreviation of CGCPHC to the first paragraph.</p> <p>A motion was made to remove New Employee and Continuous Employment policy 7.5 Employment at Will.</p> <p>A motion was made to accept Termination of Employment: 13.1 Voluntary &amp; Involuntary Termination with a change in text of paragraph one to combine the first and last sentence into one statement and to remove the word progressive from the first paragraph of Health Center Termination.</p>	<p>Georganne Syler made the motion, seconded by Eric Becking, motion passed.</p> <p>Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.</p> <p>Georganne Syler made the motion, seconded by Diane Howard, motion passed.</p>	
<b>Next Meeting</b>	<b>Next Board meeting is Tuesday, July 23 at 12:00 p.m. at the Cape County Public Health Center.</b>		
<b>Public Comments</b>	The Board received comments from the public.		
<b>Closed Session</b>	A request for a motion to move into Closed Session was made pursuant to section 610.021 RSMO for the purposes relating to the hiring, firing, disciplining, or promotion of employees by a public governmental body.	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.	

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b>Closed Session (cont'd)</b>	Roll Call to Open the Closed Session: John Freeze, yes, Georganne Syler, yes, Nancy Johnson, yes, Diane Howard, yes, Eric Becking, yes  A voting action was taken.  A request for a motion to return to Public Session was made.  Roll Call to return to Public Session: John Freeze, yes, Georganne Syler, yes, Nancy Johnson, yes, Diane Howard, yes, Eric Becking, yes	Session began at 12:57 p.m.   Georganne Syler made the motion, seconded by Eric Becking, motion passed.   Session ended at 1:06 p.m.	
<b>Public Session</b>	The Board returned to Public Session at 1:07 p.m.		
<b>Adjournment</b>	There being no further business, a motion was made to adjourn.	Eric Becking made the motion, seconded by Nancy Johnson, motion passed.	
<b>Meeting adjourned at: 1:07 p.m.</b>			

Submitted by: John Freeze  
 Cape Girardeau County Public Health Center  
 Board of Trustees

Date: 7-23-2024