



**Cape Girardeau County Public Health Center**  
**Board Meeting Minutes**  
**Tuesday, May 27, 2025**  
**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  
 Gary Tinsley

**Staff:**

Director Autumn Grim

**Absent:**

Assistant Director Natalie Govreau

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b><i>Call to Order</i></b>	Dr. John Freeze, Chairperson, called the meeting to order at 12:02 p.m.		
<b><i>Approval of minutes</i></b>	A request for a motion to approve the minutes of April 15, 2025 Board Meeting was made.	Georganne Syler made the motion, seconded by Nancy Johnson, the motion passed.	Filed with the minutes
<b><i>Ratification of Expenditures</i></b>	Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period April 1-30, 2025.  A request for a motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period April 1 – April 30, 2025	Georganne Syler made the motion, seconded by Diane Howard, the motion passed.	Filed with the minutes
<b><i>Monthly Services Report</i></b>	The monthly services report for April 2025 was reviewed.		
<b><i>Communicable Disease Report</i></b>	Director Autumn Grim presented the monthly communicable disease report.		
<b><i>Environmental Health Report</i></b>	Director Autumn Grim presented the monthly environmental health report.		
<b><i>Revised 2025 Budget</i></b>	Director Autumn Grim presented the board with the revised 2025 budget with adjustments made for the contracts that will no longer be available.		

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b><i>Revised 2025 Budget (cont'd)</i></b>	A request for a motion was made to accept the revised budget.	Diane Howard made the motion, seconded by Georganne Syler, the motion passed.	
<b><i>Employee Wellness Activities</i></b>	Director Autumn Grim presented the board with information about staff participation in the Employee Wellness Program that was started in January. There are 20 employees currently actively participating.		
<b><i>Policy Manual Review and Adoption – MO Dept of Health and Senior Services</i></b>	<p>Director Autumn Grim had emailed the board members website information for them to review the policy manual of the MO Dept of Health and Senior Services – Environmental Health Operations Guidelines, Communicable Disease Reporting Manual, Tuberculosis Control Management Manual and Guidelines, CDC's Epidemiology and Prevention of Vaccine Preventable Diseases.</p> <p>A request for a motion was made to adopt the manuals and guidelines.</p>	Georganne Syler made the motion, seconded by Nancy Johnson, the motion passed.	
<b><i>Public Comments</i></b>	The board received no comments from the public.		
<b><i>Next Meeting</i></b>	<b>Next Board meeting is Tuesday, June 24th at 12:00 p.m. at the Cape County Public Health Center, Conference Room B.</b>		
<b><i>Closed Session</i></b>	<p>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.</p> <p>Roll call to Open the Closed Session: John Freeze, yes, Georganne Syler, yes, Nancy Johnson, yes, Diane Howard, yes, Gary Tinsley, yes</p> <p>No voting action was taken</p>	<p>Georganne Syler made the motion, seconded by Nancy Johnson, the motion passed.</p> <p>Session began at 12:45 p.m.</p>	

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b><i>Closed Session (con'td)</i></b>	<p>A request for a motion to return to Public Session was made.</p> <p>Roll call to return to Public Session:  John Freeze, yes, Georganne Syler, yes, Nancy Johnson, yes, Diane Howard, yes, Gary Tinsley, yes</p>	<p>Diane Howard made the motion, seconded by Georganne Syler, the motion passed.</p> <p>Session ended at 1:30 p.m.</p>	
<b><i>Adjournment</i></b>	There being no further business, a motion was made to adjourn.	Nancy Johnson made the motion, seconded by Georganne Syler, the motion passed.	
<b>Meeting adjourned at: 1:31 p.m.</b>			

Submitted by: Nancy Johnson  
Nancy Johnson, Secretary - Treasurer  
Cape Girardeau County Public Health Center Board of Trustees

Date: 6-24-25