



Cape Girardeau County Public Health Center
Board Meeting Minutes
Tuesday, September 26, 2023
12:00 p.m., 1121 Linden St, Cape Girardeau, MO 63703

Present:
 Dr. John Freeze, Chairperson
 Nancy Johnson, Secretary
 Diane Howard
 Eric Becking

Staff:
 Director Autumn Grim
 Assistant Director Natalie Govreau

Absent:
 Georganne Syler, Vice Chairperson

Agenda	Discussion	Tasks/Conclusion	Responsibility
Call to order	Dr. John Freeze, Chairperson, called the meeting to order at 11:59 a.m.		
Approval of minutes	A request for a motion to approve the minutes from the Board Meeting was made.	Diane Howard made the motion, seconded by Eric Becking, motion passed.	Filed with the minutes
Financial Report	Director Autumn Grim presented the Accountants Fiscal Report for 2023.		Filed with the minutes
Ratification of Expenditures	Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period August 1, 2023 – August 31, 2023 A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period	Diane Howard made the motion, seconded by Eric Becking, motion passed.	Filed with the minutes
Monthly Services Report	The monthly services report was reviewed.		
Communicable Disease Report	Director Autumn Grim presented the monthly communicable disease report.		
Environmental Health Report	Assistant Director Natalie Govreau presented the monthly environmental health report.		

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Administrative Policies	Policy 8.6 Hours and Wages was approved as presented.	Nancy Johnson made the motion, seconded by Diane Howard, motion passed.	
Administrative Policies (cont'd)	Policy 10.1 – 10.6 Employee leaves were approved with changes to 10.1 of adding to immediate family of current step children and current step grandchildren, 10.6 will be eliminated with the wording from that policy being added to 10.5.	Nancy Johnson made the motion, seconded by Diane Howard, motion passed.	
Health Center App	A motion was made to approve the bid from Sunflower to create an app for the Health Center.	Diane Howard made the motion, seconded by Eric Becking, motion passed.	
Renovations/Landscaping	Renovations are completed. Awaiting final bill from contractors. A motion was made to approve a bid from Straightline Landscaping to clear out the juniper bed and install 60 ton of rock.	Diane Howard made the motion, seconded by Nancy Johnson, motion passed.	
Next Meeting	Next Board meeting is Tuesday, October 24 at 12:30 p.m. at the Cape County Public Health Center, Conference Room B.		
Public Comments	The Board received comments from the public.		
Closed Session	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 for two personnel matters. Roll Call to Open the Closed Session: John Freeze, yes, Nancy Johnson, yes, Diane Howard, yes, Eric Becking, yes A request for a motion to return to Public Session was made. Roll Call to return to Public Session: John Freeze, yes, Nancy Johnson, yes, Diane Howard, yes, Eric Becking, not present	Diane Howard made the motion, seconded by Nancy Johnson, motion passed. Session began at 1:05 p.m. Diane Howard made the motion, seconded by Nancy Johnson, motion passed. Session ended at 1:31 p.m.	

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Public Session	The Board returned to Public Session at 1:32 p.m.		
Adjournment	There being no further business, a motion was made to adjourn.	Diane Howard made the motion, seconded by Nancy Johnson, motion passed.	
Meeting adjourned at: 1:32 p.m.			

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

Date: 10/24/23