



**Cape Girardeau County Public Health Center
Board Meeting Minutes
March 26, 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
Call to order	Dr. John Freeze, Chairperson, called the meeting to order at 12:00 p.m.		
Approval of minutes	A request for a motion to approve the minutes from the February 27, 2024 Board Meeting was made.	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.	Filed with the minutes
Financial Report	Director Autumn Grim presented the Accountants Fiscal Report for February 2024.		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 February 1 – February 29, 2024. A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period February 1- February 29, 2024.	Nancy Johnson 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.		
Oral Health Coalition Report	Dr. John Freeze reported to the Board that the Sensational Smiles auction raised \$1,694.00.		
Environmental Health Report	Assistant Director Natalie Govreau presented the monthly environmental health report.		
Update – Access to Building/Security Systems	Director Autumn Grim presented the Board with schematics showing where the new badge swipe locations were in the building. They also discussed that the alarm system and the fire alarm had been upgraded.		

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Update – Access to Building/Security Systems (cont’d)	Additionally panic buttons have been distributed throughout the health center to ensure safety of staff.		
Immunization Service Schedule Changes & Mass Clinic Upgrades	Director Autumn Grim advised the Board that the new flex schedules previously approved will allow us to provide more services to the public during earlier hours. We will begin providing children’s immunizations every Monday and Wednesday, which doubles our current appointment availability. We will also be utilizing a Mass Vaccinations upgrade to our EHR system to schedule offsite appointments.		
Administrative Policies	<p>A motion was made to accept Administration: 4.24 Public Notification of Program Changes as presented.</p> <p>A motion was made to accept Health Department Policies: 5.5 Emergency Call Tree as presented.</p> <p>A motion was made to accept Health & Safety: 12.8 Closing Office at End of Day as presented.</p> <p>A motion was made to accept Health & Safety: 12.9 Access to Building/Security System as presented.</p> <p>A motion was made to accept Health & Safety: 12.10 Procedure to Manage Angry or Disruptive clients with a change to the second paragraph last sentence to start with Employees who instead of Employees that.</p>	<p>Georganne Syler made the motion, seconded by Eric Becking, motion passed.</p> <p>Georganne Syler made the motion, seconded by Diane Howard, motion passed.</p> <p>Nancy Johnson made the motion, seconded by Diane Howard, motion passed.</p> <p>Nancy Johnson made the motion, seconded by Eric Becking, motion passed.</p> <p>Eric Becking made the motion, seconded by Diane Howard, motion passed.</p>	
Eclipse Response Planning	Director Autumn Grim and Assistant Director Natalie Govreau discussed with the Board that health departments and state offices are closing to keep their staff from having to commute in the congestion of traffic due to the eclipse. Also discussed were the challenges facing the Environmental staff in inspecting the food events that day.		

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Eclipse Response Planning (cont'd)	A motion was made to close on 4/8 except for essential staff and those that are essential will be paid at the holiday rate for the day.	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.	
Public Comments	The Board received comments from the public.		
Next Meeting	Next Board meeting is Monday, April 22 at 1:00 p.m. at the Cape County Public Health Center.		
Closed Session	<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, Eric Becking, yes</p> <p>A voting action was taken.</p> <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, Eric Becking, yes</p>	<p>Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.</p> <p>Session began at 12:54 p.m.</p> <p>Georganne Syler made the motion, seconded by Diane Howard, motion passed.</p> <p>Session ended at 1:32 p.m.</p>	
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.	Eric Becking made the motion, seconded by Nancy Johnson, motion passed.	
Meeting adjourned at: 1:34 p.m.			

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

Date: 4-22-24