



Cape Girardeau County Public Health Center
Board Meeting Minutes
Tuesday, February 27, 2024
12:30 p.m., 1121 Linden St, Cape Girardeau, MO 63703

Present:
 Dr. John Freeze, Chairperson
 Georganne Syler, Vice Chairperson
 Nancy Johnson, Secretary
 Eric Becking

Staff:
 Director Autumn Grim
 Assistant Director Natalie Govreau

Absent:
 Diane Howard

Agenda	Discussion	Tasks/Conclusion	Responsibility
Call to order	Dr. John Freeze, Chairperson, called the meeting to order at 12:04 p.m.		
Approval of minutes	A request for a motion to approve the minutes from the Board Meeting on January 23, 2024 was made.	Georganne Syler made the motion, seconded by Eric Becking, motion passed.	Filed with the minutes
Financial Report	Director Autumn Grim presented the Accountants Fiscal Report for January 2024.		Filed with the minutes
Ratification of Expenditures	<p>Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period January 1, 2024 – January 31, 2024.</p> <p>A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period January 1, 2024 – January 31, 2024.</p>	Georganne Syler made the motion, seconded by Nancy Johnson, 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.		
Administrative Policies	A motion was made to accept Employee Conduct: Policy 11.1 Standards as presented.	Georganne Syler made the motion, seconded by Eric Becking, motion passed.	

Agenda	Discussion	Tasks/Conclusion	Responsibility
	<p>A motion was made to accept Employee Conduct: Policy 11.2 Violence in the Workplace as presented.</p> <p>A motion was made to accept Employee Conduct: Policy 11.3 Grievance Process for Employees as presented.</p> <p>A motion was made to accept Employee Conduct: Policy 11.4 Harassment as presented.</p> <p>A motion was made to accept Employee Benefits: Policy 9.11 Flexible Work Schedule (New) as presented.</p>	<p>Eric Becking made the motion, seconded by Nancy Johnson, motion passed.</p> <p>Nancy Johnson made the motion, seconded by Georganne Syler, motion passed.</p> <p>Eric Becking made the motion, seconded by Georganne Syler, motion passed.</p> <p>Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.</p>	
Update an App	Director Autumn Grim presented an update to the board on the app and a release date of March 18, 2024.		
PHAB Readiness Assessment	Director Autumn Grim discussed with the board that there is an opportunity to do a PHAB assessment at no cost and recommended that we do the assessment. The board agreed with the recommendation.		
Next Meeting	Next Board Meeting is Tuesday, March 26 at 12:00 p.m. at the Cape County Public Health Center, Conference Room B.		
Adjournment	There being no further business, a motion was made to adjourn.	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.	
Meeting adjourned at: 12:39 p.m.			

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

Date: 3/26/2024