



Cape Girardeau County Public Health Center
Board Meeting Minutes
Tuesday, November 28, 2023
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 12:01 p.m.		
Approval of minutes	A request for a motion to approve the minutes from the Board Meeting on September 26, 2023 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 October 2023.		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 October 1, 2023 – October 31, 2023.</p> <p>A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period October 1, 2023 – October 31, 2023.</p>	Georganne Syler 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.		

Agenda	Discussion	Tasks/Conclusion	Responsibility
Administrative Policies	<p>A motion was made to accept Policy 10.9 Family and Medical Leave as presented.</p> <p>A motion was made to accept Policy 6.11 Types of Employment and Eligibility of Benefits as presented.</p>	<p>Diane Howard made the motion, seconded by Nancy Johnson, motion passed.</p> <p>Georganne Syler made the motion, seconded by Eric Becking, motion passed.</p>	
Email Server	The health department has updated their email server.		
Security Assessment – Building Access/Security Badges Proposal	We invited Homeland Security to come and do a security assessment of the Health Center. They identified some areas for improvement.		
Next Meeting	Next Board meeting is Tuesday, December 19 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	<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, Nancy Johnson, yes, Diane Howard, yes, Eric Becking, yes</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, Nancy Johnson, yes, Diane Howard, yes, Eric Becking, not present</p>	<p>Georganne Syler made the motion, seconded by Diane Howard, motion passed. Session began at 12:55 p.m.</p> <p>Georganne Syler made the motion, seconded by Diane Howard, motion passed. Session ended at 2:15 p.m.</p>	

Agenda	Discussion	Tasks/Conclusion	Responsibility
Public Session	The Board returned to Public Session at 2:15 p.m.		
Adjournment	There being no further business, a motion was made to adjourn.	Diane Howard made the motion, seconded by Georganne Syler, motion passed.	
Meeting adjourned at: 2:16 p.m.			

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

Date: _____