



Cape Girardeau County Public Health Center

Board Meeting Minutes

Tuesday, September 24, 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

Staff:

Director Autumn Grim
 Assistant Director Natalie Govreau

Absent:

Eric Becking

Agenda	Discussion	Tasks/Conclusion	Responsibility
Call to Order	Dr. John Freeze, Chairperson, called the meeting to order at 11:59 am.		
Approval of minutes	A request for a motion to approve the minutes from the August 27, 2024 Board Meeting was made.	Diane Howard made the motion, seconded by Nancy Johnson, motion passed	Filed with the minutes
Financial Report	Director Autumn Grim presented the Accountants Fiscal Report for August 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 August 1 – August 31, 2024. A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period August 1 – August 31, 2024.	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed	Filed with the minutes
Monthly Services Report	The monthly services report for August 2024 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
PHAB Accreditation Assessment Update	Director Autumn Grim advised the board that the PHAB Accreditation Assessment has been submitted. We are now awaiting feedback from PHAB as to our rating. Once received she will bring back to the board for review and discussion as to if we want to proceed with PHAB Accreditation.		
Communication Plan	Director Autumn Grim presented the board with a Communication Plan for 2024 – 2027. This plan was also a piece of the PHAB Accreditation Assessment. Since the Administrative Policies being reviewed have to do with this plan the board opted to approve the plan and the policies together.		
Administrative Policies	A motion was made to accept the Communication Plan and policies Administration: 4.11 Public Information Management and 4.14 Release of Information, Employee Conduct: 11.15 Social Media and Community Services/Health/Education and Promotion, 14.8 Developing Education Handouts/Health Literacy and 14.9 External Requests for Health Data and Information as presented.	Georganne Syler made the motion, seconded by Diane Howard, motion passed	
Next Meeting	Next Board meeting is Thursday, October 24th at 12:00 p.m. at the Cape County Public Health Center, Conference Room B.		
Public Comments	The board received no comments from the public.		
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: 12:28 p.m.			

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

Date: 10/24/2024