

# CAPE GIRARDEAU COUNTY PUBLIC HEALTH CENTER

## Minutes of the Board of Trustees Meeting

February 22, 2022

The Board of Trustees of the Cape Girardeau County Public Health Center met at Shawnee Park Center, 835 South West End Blvd., Cape Girardeau, Missouri on Tuesday, February 22, 2022 at 12:00 p.m. Present were, Geroganne Syler, Eric Becking, Diane Howard, Philip Taylor, Director Jane Wernsman, Interim Director Autumn Grim, and Environmental Health Supervisor Amy Morris. John Freeze attended via Zoom. The agenda was distributed via email prior to the meeting.

Georganne Syler, Vice Chair, called the meeting to order.

### Approval of Minutes

A motion was made by Eric Becking, seconded by Philip Taylor, to approve the minutes of the January 25, 2022 Board of Trustees meeting. Motion carried.

### Reports

- (1) ACCOUNTANTS FINANCIAL Report for January 2022 was reviewed.
- (2) RATIFICATION OF EXPENDITURES. The list of electronic payments for the period January, 1-January 31, 2022 were reviewed.

A motion was made by Diane Howard, seconded by Philip Taylor to approve the Electronic Payments / Transactions Report. Motion carried unanimously.

- (3) Monthly Services: the monthly services report was reviewed
- (4) Assistant Director Autumn Grim reviewed the monthly Communicable Disease Report.
- (5) Environmental Health Supervisor Amy Morris reviewed the monthly Environmental Health Services Report.

### Administrative Policy Review

A motion was made by Philip Taylor, seconded by Eric Becking to approve the Administrative Policies 4.4 Use of Health Center Building, 4.5 Use of Health Center Equipment, 4.6 Petty Cash, 4.18 Returned Check Policy and 4.19 Credit Card Policy as presented. Motion carried unanimously.

### 2022 Budget Revision

A motion was made by Diane Howard, seconded by Eric Becking to approve the 2022 Budget Revision as presented. Motion carried unanimously.

### Facility-Building Maintenance / Improvements

Director Jane Wernsman provided a review of two potential facility improvement projects.

1. The first project would provide for an additional concrete driving lane and concrete staff staging area.
2. Informational LED signage

Director Wernsman will request bid quotes for the concrete project only.

Public Comments

The Board received comments from the public

Next Meeting

The next meeting was scheduled for March 22, 2022, at 12:00 p.m. Location and/or platform of the meeting to be determined.

Adjournment

A motion was made by Erik Becking, seconded by Philip Taylor, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 1:35 p.m.

A handwritten signature in black ink, appearing to read "Erik B", is written over a horizontal line.