



**Cape Girardeau County Public Health Center**  
1121 Linden, P.O. Box 1839  
Cape Girardeau, MO 63702 – 1839  
Phone (573) 335-7846 Fax (573) 335-5909

**Minutes of the Board of Trustees Meeting**  
**June 28, 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, June 28, 2022 at 3:30 p.m. Present were, Chair John Freeze, Vice Chair Georganne Syler, Secretary-Treasurer Billy Lewis, Eric Becking, Diane Howard, Director Jane Wernsman, Assistant Director Autumn Grim, and Environmental Health Supervisor Amy Morris. The agenda was distributed via email prior to the meeting.

John Freeze, Chair, called the meeting to order at 3:31 p.m.

Approval of Minutes

A motion was made by Georganne Syler, seconded by Billy Lewis, to approve the minutes of the May 24, 2022 Board of Trustees meeting as corrected. Motion carried.

Reports

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

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

- (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.

Old Business

No items regarding Old Business

New Business

(1) United Way Funding

Director Jane Wernsman reported that an application has been submitted to the United Way of Southeast Missouri for continued funding of the dental treatment and prevention services.

(2) Milk Bank Program

Director Jane Wernsman provided the Board with an overview of the Milk Bank Program as conducted by The Milk Bank located in Indianapolis, IN. Additional information about this program can be found at [www.themilkbank.org](http://www.themilkbank.org) A motion was made by Georganne Syler, seconded by Billy Lewis for the

Cape Girardeau County Public Health Center to participate in this program as a Milk Depot. Motion passed unanimously.

(3) Conflict of Interest Resolution

A motion was made by Diane Howard, seconded by Billy Lewis, to re-adopt the Conflict-of-Interest Resolution for June 2022-2024 with noted corrections. Motion passed unanimously.

(4) Health Center Communications and Marketing

Director Jane Wernsman informed the Board that the Health Center's website has met the standardized test for Americans With Disabilities Act (ADA) requirement that certain businesses make accommodations for individuals with disabilities.

Director Jane Wernsman and Board member Billy Lewis will discuss further marketing and communication strategies.

(5) Administrative Policy Review

A motion was made by Georganne Syler, seconded by Billy Lewis, to approve the Administrative Policies as presented with corrections / revisions to the following:

- Policy 4.9 Request for Public Records
- Policy 4.14 Release of Information (edits)
- Policy 4.15 Release of Information for Deceased Clients
- Policy 8.9 Travel and Mileage Reimbursement
  - Mileage rate to follow the Federal Rate less 3 cents and meal reimbursement rates will be \$40.00 per day. Both of these changes will be effective 7/1/2022.

Motion passed unanimously.

(6) Missouri Department of Health and Senior Services Policy / Guidance Manuals Review and Adoption

Discussion and action on this item were tabled until the July 26, 2022 Board meeting.

Public Comment

The Board received comments from the Public.

Next Meeting

The next meeting of the Board of Trustees was scheduled for July 26, 2022 at 12:00 p.m.

Closed Session

A motion was made by Billy Lewis, seconded by Georganne Syler, to move into Closed Session pursuant to section 610.021 RSMO for the specific issues related to:

- (1) the hiring, firing, disciplining, or promotion of personnel of a public governmental body

The Roll call vote was conducted with the following results:

John Freeze: Yes  
Georganne Syler: Yes  
Billy Lewis: Yes

Diane Howard: Yes  
Eric Becking: Yes

at this time the Board moved into closed session. The Open Session resumed at 5:23 p.m.

Adjournment

A motion was made by Georganne Syler, seconded by Eric Becking, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:24 p.m.



William Lewis, Secretary-Treasurer  
Cape Girardeau County Public Health Center  
Board of Trustees