

MEETING MINUTES LINCOLN COUNTY HEALTH DEPARTMENT BOARD OF TRUSTEES

Date and Time 28 February 2024 12:00 PM

Location Lincoln County Health Department, Troy, MO 63379

Board Members Present [r=remotely]: Mary Kay Kunza-r, Malaine Hagemeyer, Charles Montgomery, Dottie D. Crenshaw, Dr. James Bockhorst (quorum present)

Board Members Absent None

Others Present Michelle Walsh, Jesse Martens, Jesse Granneman, Chris Branham-r, Marilyn Carter-r, Taylor Price-r, Alicia White-r, Nicole Baker-r, Brett Siefert

Call To Order Chair Mary Kay Kunza called the meeting to order at 12:31 PM.

Open Minutes Malaine Hagemeyer moved and Dr. Bockhorst seconded that the minutes of the 1/24/2024 open meeting be adopted as presented; motion carried with all in favor.

Certificates of Deposit Malaine Hagemeyer moved and Chuck Montgomery seconded that two soon-to-mature CDs at People’s Bank & Trust (Crisis Fund and Emergency Reserve) be rolled into new CDs on offer at same institution upon maturity; motion carried with all in favor in a roll call vote of 5/5 ayes.

Accounting Report Michelle Walsh presented the January 2024 accounting report. Chuck Montgomery moved and Malaine Hagemeyer seconded that the accounting report of January 2024 be approved; motion carried with all in favor.

Credit Card Spending Limits Malaine Hagemeyer moved and Dr. Bockhorst seconded to authorize agency staff to request credit limit increases to \$15,000 for each of the two agency Visa credit cards—a general use card and a card used for emergency response; motion carried with all in favor in a roll call vote of 5/5 ayes.

Administrator’s Report Brett Siefert presented the administrator’s report. Staffing -- Dr. Sowle, the agency’s part-time dentist, will transition to full-time in March 2024. The dental program will also expand to offer dentures soon. Passports – February saw a new volume record for new applications; there continues to be strong interest and patronage of the passport services on offer. Environmental – A local grocery has closed in order to address challenges with maintaining proper product storage and display, but has cooperated with agency regulatory staff to address the issue.

Engineering Fees Malaine Hagemeyer moved and Chuck Montgomery seconded to authorize the expenditure of no more than \$5000 in addition to the previously-approved spending of up to \$9000 for engineering services related to the proposed clinical area remodeling project; motion carried with all in favor in a roll call vote of 5/5 ayes.

Closed Session At 1:00 PM Malaine Hagemeyer moved and Dr. Bockhorst seconded that the open session of the meeting be adjourned for movement into closed session, pursuant to RSMo Sections 610.021: (1); motion carried with all in favor in a roll call vote of 5/5 ayes. Adjournment of open session and call to order of closed session at 1:01 PM by Chair Mary Kay Kunza. At 1:30 PM Dr. Bockhorst moved and Malaine Hagemeyer seconded the motion to leave closed session; motion carried with all in favor via roll call vote of 5/5 ayes. Mary Kay Kunza adjourned the closed session and re-opened the open session at 1:31 PM.

Other Discussion None

Adjournment Dr. James Bockhorst moved and Dottie Crenshaw seconded that the meeting be adjourned; motion carried with all in favor, and Mary Kay Kunza adjourned the meeting at 1:32 PM.

Next Meeting Next regular meeting is scheduled for 3/27/2024 12:00 PM, Lincoln County Health Department and virtually.

Respectfully submitted,



Brett Siefert, acting recorder