

MEETING MINUTES LINCOLN COUNTY HEALTH DEPARTMENT BOARD OF TRUSTEES

Date and Time 31 May 2023 12:00 PM

Location Lincoln County Health Department, Troy MO 63379

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

Board Members Absent Charles Montgomery

Others Present [r=remotely]: Michelle Walsh, Maranda Romanchuk, Jesse Granneman, Jesse Martens, Glenda Keeteman-r, Brett Siefert

Call To Order Chair Mary Kay Kunza called the meeting to order at 12:09 PM.

Open Minutes Dr. James Bockhorst moved and Malaine Hagemeyer seconded that the minutes of the 5/3/2023 open meeting be adopted as presented; motion carried with all in favor in a roll call vote, 4/4 ayes.

Closed Minutes Malaine Hagemeyer moved and Dottie Crenshaw seconded that the minutes of the 5/3/2023 closed meeting be adopted as presented; motion carried with all in favor in a roll call vote, 4/4 ayes.

Accounting Report Michelle Walsh presented the April 2023 accounting report. Dr. Bockhorst moved and Malaine Hagemeyer seconded that the accounting report of April 2023 be approved; motion carried with all in favor in a roll call vote, 4/4 ayes. Michelle also presented the proposed FY2024 operating budget ahead of the scheduled vote on the budget in June.

Administrator's Report Brett Siefert presented the administrator's report, starting with thank-yous to various staff for being important parts of agency board meetings, including meal preparations, preparing budgets, participating in hiring decisions, and more, and to the board for passage of the revised Personnel Policy Manual. Staffing – agency is closer to being fully staffed, with current openings for dental assistant, emergency planner, and public information specialist. Flu vaccine – still available through June 30. Brett also asked Jesse Martens to provide a brief on current communicable disease data.

Telephone Replacements As the agency's fleet of telephone handsets is aging, replacements will be needed soon. Some handsets have exhibited hardware and/or firmware failures. Discussion arose as to the suitability of procuring through the current vendor versus other sellers. Malaine Hagemeyer moved and Dottie Crenshaw seconded that the current vendor may be used for the acquisition of replacement telephone handsets; motion carried with all in favor via roll call vote, 4/4 ayes.

Vehicle Replacements As the agency's fleet of vehicles is aging, replacements will be needed soon. Information was presented about efforts to date pursuant to purchasing replacement vehicles. Malaine Hagemeyer moved and Dr. Bockhorst seconded to authorize LCHD to acquire two new vehicles, similar in specifications and type to Ford Explorers, at a cost of no more than \$100,000 total, to be purchased by the end of the current fiscal year; motion carried with all in favor via roll call vote, 4/4 ayes.

Other Discussion

None

Adjournment

Dr. Bockhorst moved and Dottie Crenshaw seconded for adjournment; all voted in favor in a roll call vote of 4/4 ayes, and Mary Kay Kunza adjourned the meeting at 1:22 PM.

Next Meeting

Next regular meeting is scheduled for 6/28/2023 12:00 PM, Lincoln County Health Department and virtually.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brett Siefert". The signature is written in a cursive, somewhat stylized font.

Brett Siefert, acting recorder