

**Ford County Board of Health Meeting
Gibson Area Hospital and Health Services Board Room
November 15, 2016 at 6:00 PM**

The Ford County Public Health Department Board of Health met at the Gibson Area Hospital and Health Services board room on November 15, 2016. The meeting was called to order at 6:03 PM by President, Mike Short. Those members present were Dr. Brucker, Laurelyn Cropek, Dr. Spangler, Marcia Peznowski and Mike Short. Those members absent were Dr. Austman, Randy Berger and Valerie Cox. Lana Sample, Administrator, and Brandi Williams, recording secretary, were also present.

Approve payment of current bills.

Marcia Peznowski made the motion to approve payment of current bills. Dr. Spangler seconded the motion. Motion carried unanimously.

Approval of previous minutes

Dr. Brucker made the motion to approve July 19, 2016 meeting minutes. Dr. Spangler seconded the motion. Motion carried unanimously. Meeting minutes from September 20, 2016 needs the following changes: Date in first paragraph changed from July 19, 2016 to September 20, 2016 and remove Old Business section completely.

Administrator's Report

The health department has finished flu clinics and only half through vaccine stock. Additional flu clinics will be scheduled. Vision and Hearing program is wrapping up with initial screenings. Senior Services program workload continues to exceed the staff capability to keep up. Two RN's were interviewed for position for Community Health Nurse. A staff panel will conduct second interview and make a decision by the end of the week. Health Department budget was presented to the County Board. Budgets were not approved and a budget meeting is scheduled on Monday, November 21, 2016. Lana Sample is attending this meeting to remind the Board that the health department's budget does not affect general funds and will not change. The health department received new carpet and vinyl throughout the building over the last few weeks.

Finance Report

Lana Sample informed the board of health that the health department has received PHEP grant payment for fiscal year 2017. Mike Short requested to receive account balances. Dr. Spangler made the motion to approve the finance report. Dr. Brucker seconded the motion. Motion carried unanimously.

Old Business

Equipment

Lab chair for the health department has been put on hold at this time.

The health department has a need for emergency backup fridge/freezer for vaccines. The health department learned that an emergency backup fridge/freezer does not need to be housed on site. The health department is inquiring with Hudson's Pharmacy to see if they would be able to assist with this in case of emergency.

During the replacement of flooring, the front wall desk unit had to be taken down. The desk unit provided space for one employee; however, the space is utilized by two employees. Proposal of new front office furniture to be paid out of maintenance budget.

Dr. Spangler made a motion to approve the purchase of front office furniture. Laurelyn Cropek seconded the motion. Motion carried unanimously.

Adjourn

Laurelyn Cropek made the motion to adjourn the meeting at 6:25 PM. Marcia Peznowski seconded the motion. Motion carried unanimously.

Dr. Mark Spangler, Secretary

Date