

TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Special Budget Meeting
September 16, 2009

Members Present: Chuck Bowen, Gary Burton, Peggy Flannigan, Mike Godar, Mike Harris, Rich Karneboge, Gerald Stonecipher and Jamie Walsh.

Staff present: Amy Tippey and Sarah Fenton.

Members Absent: Dennis Caffery, Bill Ebert and Bill Edwards.

President Chuck Bowen called the scheduled special Board of Health meeting to order at 6:33 p.m. in the Health Center, Tremont.

Agenda changes: No Minutes to approve. Change to order of Report, Action and Discussion items.

Reports:

Item a: H1N1 Budget and Update- Administrator Tippey recommended members review information provided in their packets to be familiar. Discussion was held on TCHD strategy and clinic plans for school based sites and Saturday clinics held at TCHD. Plan would be to run TCHD essential services and vaccinate the priority groups in Tazewell County. Federal Government had already issued a declaration and the State of Illinois was in the process of doing so which would limit our liability. The consultant recommended Administrator Tippey also have the event declared at the County Level. The budget as presented was reviewed. All figures were based on a one-shot event. The issue of charging an administration fee, at this time was negated by the Federal Government, but could be subject to change. Notes from CDC Daily Report for September 15, 2009 were handed out prior to adjournment of meeting.

Item b: Storm Shelters- Member Godar provided an update to members. The company vice-president would be coming to the facility within the next week with plans to replace at least two of the existing shelters. JULIE would be called to survey the land. Possibility does exist for replacement of all shelters with proper installation and spacing between all units. The County Property Committee would be involved in the process. Administrator Tippey thanked Member Godar for his successful efforts in seeing that this project be brought back to the forefront and finally show some progress.

Action:

Item 1: Approve Cayen Systems Bill-

Motion by Member Godar, second by Member Harris to approve the invoice for Cayen Systems as presented in the amount of \$7,040.00 for the attendance system for the afterschool programs. Cost would be divided between the seventeen sites evenly for the amount of \$414.12 each. **Carried by Roll Call Vote.** Aye: Bowen, Burton, Flannigan, Godar, Harris, Karneboge, Stonecipher and Walsh. Nay: 0. Absent: Caffery, Ebert and Edwards.

Item 2: Health Department Funds 412-419 and Fund 254- Administrator Tippey provided explanation of the budget figures as presented. Figures could fluctuate dependent upon salary and benefit lines in each fund. Board provided guidance to Administrator Tippey to place two \$150,000 CD's back in to banking

institutions with a maturity of nine months and twelve months to fill future gaps of revenue if needed. No anticipation of requesting a Levy increase. Member Harris recommended increasing figure listed in Capitol Projects. Personnel figures and benefits would be included in the presentation at the next meeting

Motion by Member Flannigan, second by Member Karneboge to approve the budget as presented to proceed to the Finance Committee. **Carried by Roll Call Vote.** Aye: Bowen, Burton, Flannigan, Godar, Harris, Karneboge, Stonecipher and Walsh. Nay: 0. Absent: Caffery, Ebert and Edwards.

Motion to amend by Member Harris, second by Member Stonecipher to amend the budget as presented to include an increase in the Capitol Projects line by \$5,000 and then proceed to presentation to the Finance Committee. **Carried by Roll Call Vote.** Aye: Bowen, Burton, Flannigan, Godar, Harris, Karneboge, Stonecipher and Walsh. Nay: 0. Absent: Caffery, Ebert and Edwards.

Discussion:

Item 1: Amy's Evaluation- Member Bowen stated that the evaluation sub-committee had met to review Administrator Tippey's evaluation for September 2008-August 2009 evaluation period. He requested they discuss the evaluation and Administrator Tippey left the room.

Item 2: Fee's Memo from David Jones- Administrator reviewed the memo that was provided in the packet mailed that addressed the issue of all fees. Information was provided as part of ongoing discussion from a prior meeting.

Announcements:

Next scheduled meeting would be on September 28, 2009 at 6:30 pm in the Health Center, Tremont.

Member Flannigan moved to adjourn at 8:40 pm, seconded by Member Stonecipher; motion carried.

Respectfully submitted through notes & tape,

Janet S. Johnson

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Business Operations Director