

## **Macon County Board of Health Meeting**

December 17, 2019

Vivian Goodman, Board of Health Vice-President, called the meeting to order at 5:37pm.

### **Roll Call**

Candace Clevenger, President – Present  
Vivian Goodman, Vice President – Present  
Paige Toth, Secretary – Absent  
Mary Jane Linton, Treasurer – Present  
Jan Hack – Present  
Carol Hendrian - Present  
Dr. Venkat Minnaganti – Present  
Dr. Janet Patterson - Absent  
Phil Tibbs - Present  
Laura Zimmerman – Absent

### **Health Department Staff in Attendance**

Brandi Binkley, MPA, SHRM-CP, CPHA Administrator  
Bethany Stapel, MPH, CPHA, Assistant Administrator  
Carol Carlton, RN, Director of Clinical Nursing Services  
Maris Hosier, Director of Health Promotion & Public Relations  
Karen Shiflett, RN, BSN, Director of WIC/FCM  
Sheree Zalanka, Chief Financial Officer  
Sandy DeDios, Administrative Assistant II

### **Public in Attendance**

None

### **Approval of Agenda Topics**

Phil Tibbs moved to approve the agenda, seconded by Jan Hack. Motion carried.

### **Public Comment**

None

### **Approval of Previous Meeting Minutes**

Carol Hendrian moved to accept the previous meeting minutes, seconded by Phil Tibbs. Motion carried.

## Communications

### *Board Education*

- Brandi provided a list to all board members that outlines the authority of both the Board of Health and Public Health Administrator. A copy of this form will be attached to the January minutes.

## Presentation and Acceptance of Financial Report

*Sheree Zalanka, CFO*

### *November 2019*

The Health Department is 100% into FY19. Total revenue is \$6,405,259.92. Total expenses are \$6,105,576.49. Total revenue less expenditures is \$299,683.43. Total assets are \$4,703,520.23. Health fund is \$4,302,954.57.

Page 2 is the Income Statement Detail as of 11/30/2019.

Carol Hendrian moved to accept the Financial Report, seconded by Mary Jane Linton. Motion carried.

## Review of Department Expenditures

Vivian Goodman moved to pay the bills, seconded by Mary Jane Linton. Motion carried.

## Grant Applications and Review

None

## Department and Division Reports

Candace asked the BOH if anyone had questions for Leadership Team. No questions presented.

## Employee Recognition

Candace acknowledged all employees on the monthly certificate and thanked them for their years of service.

## Old Business

### *Dental Clinic Expansion Update*

- Letter of Intent
  - Brandi presented a copy of the letter of intent from SIU to the board of health members. Brandi emphasized that this was a formality and not a binding contract. It is simply an agreement that both parties plan to collaborate. Letter has been sent to Attorney Mike Baggett and awaiting a response.
- Approval of Dental Clinic Expansion/SIU Collaboration Project
  - Members had questions and concerns regarding success of collaboration with other health departments, financial commitment, and employment. Further information will be obtained for members by next board meeting. Members agreed to table approval until next meeting. Carol Hendrian moved to table approval of Dental Clinic expansion, seconded by Mary Jane Linton. Motion carried.

### *Board of Health Member Update*

- Brandi acknowledged that she is still seeking a Dentist to fill the board member vacancy. There is a potential Dentist interested in joining the board, but currently resides outside of Macon County. The board agreed that Brandi should follow with potential member and see if he still has interest in joining the board.

## New Business

### *Election of Officers*

- Brandi announced the current officers and their role. Officers present agreed to continue in their officer role.  
Candace Clevenger – President  
Vivian Goodman – Vice President  
Paige Toth – Secretary  
Mary Jane Linton – Treasurer  
Phil Tibbs moved to keep nominations the same, seconded by Carol Hendrian. Motion carried.

### *Appointments to Committees*

- Brandi asked for a member to volunteer to join the Nominating Committee and explained the duties. Carol Hendrian volunteered to be on the committee. The committees are as follows:  
Finance – Candace C., Vivian G., Mary Jane L.  
Personnel – Candace C., Vivian G., Mary Jane L., Paige Toth  
Nominating – Jan H., Carol H., Laura Z.  
By-Laws – Dr. Minnaganti, Paige T., Laura Z.

**Closed Session**

**Reopen Meeting**

**Adjournment**

Phil Tibbs moved to adjourn, seconded by Carol Hendrian. Meeting adjourned at 6:32pm.

Respectfully Submitted,

Sandy DeDios, Administrative Assistant II

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_