

**Proceedings of the Regular Meeting  
Clark County Board of Health  
July 13, 2009**

The Board of Health met in Regular Session at 7:00 p.m.(following a dinner honoring Dr. Steven Macke) in the Health Department building at Martinsville. President Macke called the meeting to order and requested the secretary to call the roll. Present was Barbara Kannmacher, Dr. Darlene Hildebrand, Dr. Amy James, Sean Medsker and Dr. John Richards. , Lisa Lowery, Ted Perillo and Greg Hosch were absent. The secretary declared a quorum present. Also attending was Cathy Hayden, CCHD Administrator.

President Macke stated that Dr. John Richards had been appointed and Dr. Darlene Hildebrand re-appointed to the Board of Health for three year terms. Hayden provided these members with Certificates of Appointment from the County Board.

Hayden stated that Dr. James had agreed to fill the capacity of Medical Director for the health department.

Motion by James and seconded by Kannmacher to approve the minutes of May 11, 2009 regular meeting minutes. The President called the question and on a voice vote all the members answered "aye." The motion was declared passed.

Hayden reported that Edgar County Environmental Health Staff will be conducting inspections of food establishments while the Director of Environmental Health is on maternity leave. Hayden will provide services associated with the other environmental health programs (sewage, water and nuisance). Hayden also provided an update on the H1N1 flu vaccine.

June and July claims were reviewed by the Board. A motion from Kannmacher was made to approve the July claims. James seconded the motion.

President Macke moved the discussion to Unfinished Business and the driveway repair. Hayden stated that seven bids had been requested and one bid received from G&S Asphalt. Hayden recommended placing this project on hold until more is known about the level of revenue we will be expecting from the State.

Hayden provided the Board with a revised budget reflecting known grants and noted that the West Nile Virus and Lead Grants have been increased and Family Case management and Diabetes awareness have decreased. There is still no word on the Local Health Protection Grant which is currently at \$0 funding in the Illinois Department of Public Health's budget.

Under new Business, the Receptionist/Wic Clerk job description was reviewed. Hayden was directed to seek legal guidance on changes made to the description.

The Board reviewed the amended fee schedule and James motioned to approve the amended schedule. Richards seconded this motion. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

Hayden advised that Quest Diagnostics had not reimbursed the department for shipping costs (after numerous requests) and if this reimbursement is not received within the next 30 days the department plans to terminate the agreement with Quest.

Hayden provided the Board with a request from a local Boy Scout group to provide a sponsorship relating to first responder training. Hayden stated that the department would be willing to work with other first responders to provide in-service training opportunities such as Bioterrorism drills, public service training and facilitate workshops. The department wants to work with groups like this but this request is far more than appropriate for a health department to meet. The department's emergency preparedness contractor expressed an interest in sponsoring this group and the troupe leader has been informed of this. After some discussion, Hildebrand motioned that staff redirect this person's interests to the department's emergency preparedness contractor and noted that the health department may possibly get involved at a later time in a more minimal way. James seconded this motion. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

The amended Computer Use Policy was reviewed by the Board. Motion to approve the policy was made by James and seconded by Medsker. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

The personnel policy was amended which clarified that signed releases of information are not required from HIPAA covered providers. James motioned to approve the amended policy and Richards seconded. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

Medsker nominated James for president and Hildebrand seconded. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

Hildebrand nominated Kannmacher for Vice President and Richards seconded the motion. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

Kannmacher nominated Hildebrand for Secretary and Medsker seconded. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed.

A motion to adjourn the Regular meeting was made by Medsker and seconded by Hildebrand. The President put the question and on a voice vote all the members answered "aye." The motion was declared and passed. The Regular Meeting was adjourned at 8:20p.m.

Submitted by Dr. Darlene Hildebrand, Secretary