

The Perry County Board of Health met Wednesday, October 12, 2005, at the Perry County Health Department. At 7:02 pm, Chairperson, Bonnie Tolbert called the meeting to order.

Board members present:

Bonnie Tolbert, Chairperson

Beth Bigham, M.D.

Wayne Bigham

Craig W. Furry, M.D.

Brice Harsy

Charles W. Roe, DDS

Linda Quillman

Absent:

Kent Epplin

Staff members present:

Doug Corbett, Deputy Administrator

Sandy Phillips, Administrative Assistant

Kris Robinson, Environmental Health Director/Exited meeting at 8:00pm

Ron Brown, Environmental Health Inspector/Exited meeting at 8:00pm

Charles W. Roe, DDS made a motion to approve the minutes of the July 13, 2005 meeting. Beth Bigham, M. D. seconded the motion and motion carried.

Mr. Corbett reported that the Equipment line item seen an increase due to the purchase of a Satellite as specified by the Bioterrorism Grant. Staff from hospitals and other Health Departments will be able to view educational updates and well as Perry County Health Department staff. The Automobile Maintenance Line item was increased due to repairs made to Car #6 in the amount of \$676.00. After discussion concerning 3rd Quarter Expenses, Craig W. Furry made a motion to approve the 3rd quarter expenses and 3rd quarter mileage. Motion was seconded by Wayne Bigham and motion carried.

Doug Corbett, Deputy Administrator gave Quarterly activity report for 3rd quarter.

He stated that Home Health visits were down, but that Doctors' Offices have been visited by Home Health Staff. The numbers should reflect an increase in the next quarterly report.

Immunizations were down slightly, while TB tests remained consistent. Family Planning visits increased with vital records and Healthy Kids remaining the same. Sewage and operating permits increased and should see considerable increases next quarter with the employment of an additional Environmental Health Inspector. Mr. Corbett stated that the China Buffet had been closed due to failing inspection earlier today. The China Buffet will be re-inspected tomorrow and if inspection deficiencies have been corrected it will be reopened.

Mr. Corbett gave the accounts receivable report and balance report thru August 31, 2005.

Beth Bigham, M.D. made a motion to hire Ron Brown as Environmental Health Inspector at a yearly salary of \$27,000.00 per year, \$2,250.00 per month, \$1,038.46 per pay and \$14.835 per hour. Brice Harsy seconded the motion and motion carried. Mr. Corbett introduced Ron Brown and Board of Health members introduced themselves. Kris Robinson, Environmental Health Director, described to the Board the functions and tasks of Environmental Health. He also explained to the Board why a 4 by 4 truck was needed by the agency to perform certain Environmental Health functions.

Charles Roe, DDS suggested that Mr. Corbett and the Environmental Health Staff reevaluate the criteria of the purchase of a 4 X 4 Vehicle and resubmit their recommendations.

Mr. Corbett presented Automobile Bids, (see attached), after considerable discussion; Brice Harsy made a motion to purchase four automobiles from the State of Illinois at the State rate. Craig W. Furry, M.D. seconded the motion and motion carried. Wayne Bigham volunteered to drive an auto back when purchased.

Mr. Corbett presented two addendums for approval, (see attached). Charles W. Roe, DDS made a motion to approve addendums to Policies and Procedures: Salary Adjustments and Type of Staff. Linda Quillman seconded the motion and motion carried.

Mr. Corbett presented a bid of \$3,000.00 to \$3,500.00 to install automatic doors for handicap accessibility for the clinic entrance. Mr. Corbett is to prepare a feasibility study for the need of these doors and present it to the Board. No action will be taken at this time.

Mr. Corbett presented the Board two bids for a children's playroom in the clinic waiting room. Bids were received from K & H Construction and Kellerman Brothers, (see attached). The Board suggested that Mr. Corbett obtain a bid from Chuck Logan. No action will be taken at this time.

Brice Harsy made a motion to purchase 3 desktop computers and 3 laptop computers as specified in the Bioterrorism Grant. Beth Bigham, M.D. seconded the motion and motion carried.

Brice Harsy made a motion to install internet service at the Du Quoin Satellite Office, Beth Bigham seconded the motion. Motion carried.

Charles W. Roe made a motion to go into executive session to discuss personnel and salary adjustments for contract negotiations. Wayne Bigham seconded the motion and motion carried. The Board entered executive session at 8:35pm. The Board exited executive session at 9:05pm. Craig W. Furry, M.D. made a motion to accept the salary schedule as proposed. Linda Quillman seconded his motion and it carried.

Charles W. Roe made a motion that Beth Bigham, M.D provide medical supervision to Perry County Health Department, with Craig W. Furry serving as alternate to Dr. Bigham. Brice Harsy seconded the motion and motion carried.

Mr. Corbett reported that PCHD has received 1200 doses of the flu vaccine and is expecting to receive 800 more doses.

Mr. Corbett explained the SNS Drop Exercise for October 28, 2005.

Perry County Commissioner, Wayne Bigham, stated that the County will not be responsible for Perry County Health Department's employee liability insurance, workmen's compensation insurance, or building and automobile insurance in FY 2006. Brice Harsy made a motion for Doug Corbett to obtain bids for employee liability insurance, workmen's compensation insurance, building and automobile insurance and present them to the Board at the January meeting for action. Charles W. Roe, DDS seconded the motion and motion carried.

Mr. Corbett stated that the website will go live next month. The website can be obtained at www.perryhealth.org.

Mr. Corbett gave the Marketing Meeting recap. He stated that the goal would be to change the public's image of the County Health Department. This goal will be achieved by increasing community awareness.

Mr. Corbett reported that he requested additional Tobacco Grant monies to purchase a 20 foot inflatable cigarette for \$5,280.00. Charles W. Roe made the motion to approve the purchase of the cigarette with Wayne Bigham seconding the motion. Motion carried.

Brice Harsy made a motion to approve the budget for FY2006 (see attached) as is and amend it later to include approximately \$20,000.00 for additional insurance. Beth Bigham seconded the motion and motion carried.

Craig W. Furry, M.D. made a motion to approve a contract with Pam Jackson , LCSW for Medical Social Worker services. Mrs. Jackson will be paid \$60.00 per visit. Beth Bigham, M.D. seconded the motion and motion carried (see attached).

Craig W. Furry, M.D. made a motion to approve contract with Chandana Dash, Occupational Therapist of Carterville (see attached). She is to be compensated \$65.00 per visit, and no mileage. Wayne Bigham seconded the motion and motion carried.

Mr. Corbett requested approval of a donation of \$500.00 to the Du Quoin Ministerial Alliance for Katrina Relief. After discussion, it was decided to table approval of such donation, until another time. A motion to establish a foundation may need to be pursued.

Mr. Corbett took pictures of all Board of Health Members present and they will be displayed in the Ben Kinsman Building of the Perry County Health Department located at 907 South Main Street.

The next meeting will be Wednesday, January 11, 2006.

Wayne Bigham made a motion to adjourn. Beth Bigham, M.D. seconded the motion and motion carried. Meeting was adjourned at 9:45pm.

Brice Harsy, Secretary