

BOH12052023

The regularly scheduled meeting of the Hancock County Board of Health was held on December 5, 2023 at 4:00PM at the Health Department. Ronnie Jones opened the meeting with roll call. Present were Jones, Nicole Glass, Lisa Ludovici, Sandy Haspel and John Plesa. Commissioner Davis was present from the Commission. The staff present were Health officer, Dr Rhody, Administrator, Jackie Huff, Chelsea Everly, Morgan Watson, and Becky Weekley.

Chair Jones then moved to the discussion and /or approval of the minutes. John Plesa moved to accept the minutes. Nicole Glass seconded the motion. All members voted to accept the minutes.

The chair then went to financials asking if there were any discussions. John Plesa moved to accept the financials and Lisa Ludovici seconded the motion. All members voted in affirmative to accept the financials.

No public comments or communications

New Business: Chair Jones asked for the approval of an increment pay of \$1000.00 for each employee. John Plesa questioned the policy on how the amount is determined thinking it was a percentage of salary. The policy states an amount for full and then for part time based on years of service over 3 years. The financials are considered each year before the approval of the policy. After the discussion, John Plesa moved to approve the increment pay. Sandy Haspel seconded the motion. All members voting in the affirmative the motion passed increment policy in place and payment will be on December 15th

Next on the agenda was the approval on meeting dates for 2024. The board was given proposed dates. After reviewing the dates presented Nicole Glass moved to approve the dates. John Plesa seconded the motion. All members voted in favor and the dates were accepted.

The nomination and election of the officers were presented by the Chair. He asked for nominations or discussion. John Plesa moved to keep the current chair and vice chair for another year. Some discussion took place. Lisa Ludovici seconded the motion. All members voted in favor and the motion passed. Chair Jones and Vice Chair Nicole Glass will serve another year.

Jackie Huff shared the completed audit with the Board and Commissioner Davis. Previously, a draft of the audit had been provided for their review.

A new freezer for immunization was purchased for \$2400. The current one was not maintaining temperature required for the safe handling of the vaccine. No vaccine was lost it was temporarily place in another freezer until the new arrived.

Staff reports: All reports were provided to the board.

Chelsea Everly presented the new reporting tool for environmental to the Board. The program was displayed for them to see. The board was shown how the application and inspections were completed by the staff. Jackie Huff explained that the program was new and some bugs were being worked out, but that Chelsea was helpful in working through these obstacles. The Website will continue to have the inspection published but the new program needs to be updated to the website. So temporarily this function is not available.

Morgan Watson stated that there are CPR classes being provided and ongoing.

Jackie Huff gave administrative updates on grants and grant monies. She shared that there are some changes taking place at the state level as far as funding from the state and it is linked to the Standard of Performance. The health department is reviewing all of the policies and

making changes as needed to be compliant. The board in the upcoming months might have some new approval before them. Then it will be provided to the commission.

Jackie Huff asked for consideration of the contractual employee to receive a year-end adjustment. Ronnie Jones recused himself from the discussion and vote. Some discussion on the amount took place John Plesa moved to approve \$250 to the contractual employee. Nicole Glass seconded the motion. All members voting in affirmative. Motion passed.

Having no further business to discuss a motion was made to adjourn by John Plesa. Seconded by Lisa Ludovici. The meeting was adjourned.

Next meeting will be February 13, 2024 at 4:00Pm

Respectfully submitted for Dr Rhody