

**STONE COUNTY HEALTH DEPARTMENT
Board of Trustees**

**Meeting Minutes
March 21, 2011**

I. Call to order

Phyllis Knapp, Chair, called to order the scheduled meeting of the Stone County Health Department Board of Trustees at 8:30 a.m. on March 21, 2011 in Galena, MO.

II. Roll Call

The following persons were present: Board Members; Tony DeLong, Phyllis Knapp, and Dorothy Erickson; also present was Angela Ford, Administrator. Alden Hembree and Julie Green were absent.

III. Approval of minutes from last meeting

Tony DeLong, second by Dorothy Erickson, made a motion to approve the February 21, 2011 minutes; the vote was unanimous.

IV. Agenda Topics:

Financial Report for February 2011:

Dorothy Erickson, second by Tony DeLong, made a motion to approve the February financial report and to pay the bills; the vote was unanimous.

SBAR – Payroll Law 2011

Angela requested permission for Maria Wells, Administrative Assistant to attend a one day course in Springfield on payroll law; the course will cost \$199. Tony DeLong, second by Dorothy Erickson, made a motion to allow attendance at the \$199 registration fee; the vote was unanimous.

SBAR – Nonprofit Insight Membership

Angela requested permission to spend \$249 membership fee for one year (the year is for registration for Nonprofit Insight Funding Prospect Membership. This is a one-stop resource for up-to-date information regarding current funders, events, legislation changes, and requests for proposals. Tony DeLong, second by Dorothy Erickson, made a motion to approve membership at the \$249 fee for one year; the vote was unanimous.

SBAR – Privacy Class for Lobby Windows

Angela requested permission to place sliding glass windows at the reception desk at the Galena office and the WIC reception area at both offices; a total of \$285.45 will be paid from WIC funds and \$324.58 from general revenue. This will improve privacy at both offices. Dorothy Erickson, second by Tony DeLong, made a motion to approve the installation of the glass by Custom Glass & Mirror; the vote was unanimous.

SBAR – Variance Committee Membership Changes

Todd Fickbohm suggested the following changes in Section 5.9 of the current variance committee; remove county commission approval of committee members

and remove the statement of staggered terms. Dorothy Erickson stated that Dick Erickson suggested a representation of individuals be considered to serve on the variance committee, such as, a representative from Table Rock Water Quality, an installer, realtor, volunteer with planning and zoning, a registered nurse or doctor. Tony DeLong stated that individuals on this committee need to have to make decisions on septic system placement that may not be within the state regulations. He stated there is a realtor on the committee, two installers, a retired DHSS individual that was head of environmental services, and the previous director of Table Rock Water Quality who is now director of Upper White River Basin Foundation. Tony DeLong, second by Dorothy Erickson, made a motion to remove the sections recommended; the vote was unanimous.

Public Health Emergency Response Budget Revision

Angela explained the changes in the budget request that was sent to DHSS.

Environmental Database

The database for the onsite wastewater systems was discussed. The permits are being filed by parcel ID number and scanned into the database.

V. Program and Administrators Report:

Susan Campbell's WIC report stated that due to an increased WIC caseload by 30 clients per month, the WIC contract will be increased by \$4,680.

VI. Old/New Business:

There was no old or new business.

VII. Adjournment:

Dorothy Erickson, second by Tony DeLong, made a motion to adjourn the meeting; the vote was unanimous. The next meeting will be April 18, 2011.