

**STONE COUNTY HEALTH DEPARTMENT
Board of Trustees**

**Meeting Minutes
November 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 November 21, 2011 in Galena, MO.

II. Roll Call

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

III. Approval of minutes from last meeting

Doris Herington, second by Julie Green, made a motion to approve the October 17, 2011 minutes; the vote was unanimous.

IV. Agenda Topics:

Financial Report for October 2011:

Julie Green, second by Tony DeLong, made a motion to approve the October financial report and to pay the bills; the vote was unanimous. Angela explained that due to the lake flooding there has been a decrease in water testing submitted by the Corps.

Board member election will be on April 3, 2012. Doris Herington will need to submit a Declaration of Candidate Form. Angela will post the opening in the health department's designated paper for legal notices, the Crane Chronicle, by December 5, 2011.

SBAR – Computer Backup Storage

The following staff needs to have a backup system on their computers; they are Maria, Karen, Angela, Abby and Kim. Through Carbonite Business we would pay one annual fee based on the amount of backup storage we need. According to the information on their website, we have calculated that Karen and Maria will need 50 GB each and Angela, Abby, and Kim will need 15 GB each for a total of 145 GB. The lowest GB that we can purchase is 250 GB for \$229 per year. This amount is more than adequate for what we have identified as an immediate need with room to add another computer or expand the six identified. Julie Green, second by Doris Herington, made a motion to approve the purchase of a 250 GB computer backup system from Carbonite Business System; the vote was unanimous.

V. Program and Administrators Report:

Angela discussed Dr. Steve Adams, Psychologist, request to use one of our offices two times a month to see DFS clients that require psychological evaluations. The board discussed and agreed that this would be a valuable service to Stone County residents. Angela made the changes in the Worker's Compensation Policy to reflect the PTO and ESB policy. Tony DeLong, second by Julie Green, made a motion to approve the policy changes; the vote was unanimous.

Todd Fickbohm met with the board to discuss the names of prospective variance committee members. Todd stated that he frequently has difficulty to get a majority vote from the current members. Tony DeLong, second by Julie Green, made a motion to allow Todd to move forward on the best possible choices to the variance

committee and establish a regulatory advisory committee. Variance member expectations and responsibility need to be written. When new variance committee members are selected the old members should be asked if they are interested in serving on the advisory committee; the vote was unanimous.

Todd discussed the Vacation Home Rental Ordinance suspension and the upcoming meeting that he and Angela will attend with the county commissioners on December 22, 2012. Tony suggested Todd work with the Matt Selby, Prosecuting Attorney to have examples and a case that was non-compliant.

VI. Old/New Business: There was no old or new business.

VII. Adjournment:

Julie Green, second by Doris Herington, made a motion to adjourn the meeting; the vote was unanimous. Due to the need to have the end of December financial statement for the 2012 budget approval the next meeting will be January 9, 2012; there will not be a meeting in December.