**MINUTES**

**MEETING**

**November 28th, 2022**

**The meeting of the Board of Health was called to order at 5:35 pm by Dr. Virginia Wade. Board members in attendance were Bibby Appleby, Nancy Simpson, Dr. Aaron Parsons and David Bozarth****. Dr. Kim Whitaker, Jeremy Leonard, and Dr. Rafael Ruggieri were absent.**

**Abby Hendren was in the audience.**

**AGENDA**

**Dr. Aaron Parsons made a motion to approve the agenda as presented and Dave Bozarth seconded the motion.**

**APPROVAL OF October 17th, 2022 MEETING MINUTES.**

**Bibby Appleby made a motion to approve the October 17th minutes and Dave Bozarth seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**APPROVAL OF APRIL BILLS SUBMITTED FOR PAYMENT**

**Nancy Simpson made a motion to approve the November 2022 bills submitted for payment and Dr. Aaron Parsons seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**OLD BUSINESS**

**School Based Health Center:**

**Amanda updated the board on the new hires for the health center and the outreach events planned. It appears that a February date of opening will be probable.**

**NEW BUSINESS**

**2022/2021 Admin Fees: After much discussion, Nancy Simpson made a motion to table the payment of the admin fees until more information can be obtained from the county. This information will include the determination of the departments that are presented in the tabulation as well as up to date costs for the expenditures. This will hopefully be available at the next Board of health meeting. Dr. Aaron Parsons seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**Budget Review: Dr. Aaron Parsons made a motion to accept the updated budget to include the administration fees for 2 years. It was determined that it is just a budget and the line items can be less than the budgeted amounts; yet, going over the budgeted amounts will need a revision. Bibby Appleby seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**Salary Update: Bibby made a motion to approve the salary update as presented for the 3 changed salaries and the 2 new salaries. Dr. Parsons seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**LCPC contract: Dave Bozarth made a motion to approve the contract between Wade Stark, LCPC, and the Douglas County Health Department for a salaried position starting November 28th**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**Supervising Physician: After much discussion Dr. Aaron Parsons made the motion to enter into an agreement with Collaborating Docs to provide a supervising physician for Matya Riley, APN. The process to obtain an agreement will begin immediately. Nancy Simpson seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**Board of Health Member: Dr. Aaron Parsons motioned to table the acquiring of a new Board of Health member due to Dr. Whitaker not being the supervising physician. Nancy Simpson seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**BOH bylaws: Dr. Aaron Parsons made a motion to approve the updated BOH bylaws to reflect the changes. Nancy Simpson seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**Personnel Policy Dave Bozarth made a motion to accept the personnel policy changes as presented. Dr. Aaron Parsons seconded the motion.**

**Roll Call:**

**Dr. Aaron Parsons-Yes Nancy Simpson-Yes Dr. Kim Whitaker-Absent**

**Jeremy Leonard-Absent Dr. Rafael Ruggieri-Absent Dr. Virginia Wade-Yes**

**Bibby Appleby-Yes David Bozarth-Yes**

**County Christmas Party- Amanda updated the board that the health department as well as the highway department will be hosting the county Christmas party. It will be on December 15th, 2022 from 11 AM – 2 PM. All Board of Health members are invited to attend.**

**Monthly Profit and loss report was reviewed for all of the grants as well as the entire agency.**

**Monthly Financials from the County were reviewed.**

**There was no new business to be brought before the board. There was no executive session.**

**NEXT MEETING**

**December 12th, 2022 at 5:30pm – Changed due to Holiday gatherings the week of the 19th.**

**ADJOURN**

**Bibby Appleby made a motion to adjourn at 7:05 PM and David Bozarth seconded the motion and all agreed.**

 **Submitted by**

 **Amanda Minor/ Nancy Simpson**