

Henderson County Health Department
Meeting Minutes
December 7, 2023

Present: Mary Reed, President
Louise Webb
Mary Grace Carlson
Deb Pflasterer
Carol Eibes
Deb Knupp

Angela Myers, Administrator
Erica Little
Chris Adams

Meeting was called to order by President, Mary Reed at 3 PM.
Deb Knupp was welcomed to the Health Board as a director.
Deb Pflasterer made the motion to approve the October 5, 2023 Health Board minutes, seconded by Mary Grace Carlson. Motion carried.

Financial report was reviewed. Deb Pflasterer made the motion to approve the November 2023 Claims and Petty Cash Report, seconded by Louise Webb. Motion carried.

New Business:

- QAPI report-We were surveyed for Hospice in October with some deficiencies. Hospice staff met in November to put plans in place to correct these deficiencies.
The plan of corrections for the deficiencies was sent and was approved by IDPH.
- Erica Pence and Chris Adams (McDonough Environmentalist, who we contract with) reported on our Food Permits. The board requested an easier to understand form and to review our ordinances for the February meeting.
- The Financial committee met in November to review the wage increase for 2024. Their recommendation was to give a 3 % raise to all. There were several homemakers that received the \$1.00 raise due to minimum wage increase plus 3%. Mary Grace Carlson made the motion to approve the recommendation, seconded by Deb Pflasterer. Motion carried.

- The Illinois Tobacco Free Communities Grant was tabled for February meeting.
- A committee interviewed 3 candidates for the Administrator position. Recommendations will be made during Executive session.
- Angela stated that we had our Hospice State Survey, made corrections, and received the approval from IDPH.
- Staff have requested to work on Election Day and have Christmas Eve off. This was tabled for the February meeting.

Reports and handouts for WIC, Environmental, Home Health and Hospice and Senior Services were given.

No Old Business

Motion made by Deb Pflasterer to go into Executive session at 3:37 PM to discuss personnel, seconded by Carol Eibes. Motion carried.

Came out of executive session at 3:50PM.

Deb Pflasterer made the motion to hire Carla Ewing as Administrator starting January 2024, seconded by Carol Eibes, motion carried.

Deb Knupp made the motion to adjourn at 4:10 PM, seconded by Louise Webb. Motion carried. Meeting adjourned.

Secretary,
Heather Swisher.

Addendum: The checking account signatures will need to be changed, to take off Angela Myers and add Carla Ewing.