

**Ste. Genevieve County Health Department
Public Meeting of Board of Trustees
December 20, 2022**

1. Call to order for public meeting: A public meeting of the Ste. Genevieve County Health Department was called to order by Robert Bach on Tuesday, December 20, 2022, at 4:25 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Ste. Genevieve, MO 63670.

2. Roll call: Board members answering the roll call were Robert Bach, Brenda Beard, Dr. Matthew Bosner, James Brochtrup, and Carl Kinsky. Jennifer Mueller, health department administrator, was also present.

3. Approval of agenda: Ms. Beard moved to approve the agenda, which motion was seconded by Dr. Bosner. The motion passed by unanimous vote of all members.

4. Consent agenda: Mr. Brochtrup to approve the consent agenda, consisting of the minutes of the previous public and closed meetings, the financial statements, and transactions by account. The motion was seconded by Dr. Bosner. The motion passed by unanimous of all members.

5. Director's Report: Jennifer Mueller provided the director's report, reflecting the activities of Health Department. 124 Covid cases were reported for November with 73 cases to date in December. There have been 182 cases of influenza including one Influenza A death.

6. Old Business:

Certificates of Deposit: The board discussed current interest rates on certificates of deposit. Mr. Brochtrup moved to purchase a \$500,000 one-year certificate of deposit from Bloomsdale Bank at the 3.5% interest rate. The motion was seconded by Dr. Bosner and passed with the unanimous vote of all members. The Board members agreed to place discussion of certificates of deposit on the agenda for the January 2023 public meeting.

7. New Business:

Revisions to Personnel Manual: The board discussed a proposed change to the personnel manual, adding Section 5.6a regarding grants with incentives to employees, with language prepared by Mr. Bach. Mr. Brochtrup moved to amend the personnel manual to added Section 5.6a with such language. The motion was seconded by Ms. Beard and passed with the unanimous vote of all members. The Board also discussed and approved a proposed memorandum of understanding for employees to participate in the Workforce Opportunity Grant in accordance with such Section 5.6a.

2023 Budget: Jennifer Mueller presented a proposed budget for the Health Department for 2023. Mr. Brochtrup moved to approve the proposed budget as amended a salary raise of \$.75 (seventy-five cents) per hour for each employee and adjustments in the line for building improvements. The motion was seconded by Ms. Beard and passed with the unanimous vote of all members.

8. Public Forum: No member of the public present, no public forum was held.

9. Next Scheduled Meeting: Chairman Bach announced the next scheduled regular board meeting will be on Tuesday, January 24, 2023 at 4:00 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Sainte Genevieve, MO 63670.

10. Adjournment: Ms. Beard made a motion to adjourn, which was seconded by Dr. Bosner and unanimously passed. The meeting was adjourned by Mr. Bach at 5:03 p.m.

Respectfully submitted,

Carl Kinsky, Secretary