

**Ste Genevieve County Health Department  
Public Meeting of Board of Trustees  
Minutes of December 17, 2024**

**1. Call to order for regular session:** A regular session of the Sainte Genevieve County Health Department was called to order by Robert Bach on Tuesday, December 17, 2024, at 4:10 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Sainte Genevieve, MO 63670.

**2. Roll call:** Board members answering the roll call were Robert Bach, Dr. Matthew Bosner, and Carl Kinsky, constituting a quorum. Jessica Palmer appeared in place of Jennifer Mueller, Health Department administrator, who was out of town.

**3. Approval of agenda:** Dr. Bosner moved to approve the agenda, with the motion seconded by Mr. Kinsky. The motion passed unanimously by vote of all members present.

**4. Consent agenda:** Dr. Bosner moved to approve the consent agenda, consisting of the minutes of the previous meeting, financial statements, and transactions by account. The motion was seconded by Mr. Kinsky and passed unanimously by vote of all members present.

**5. Director's Report:** The Administrator's report was presented by Ms. Palmer and included the following:

**Covid and flu cases:** There were 7 confirmed covid cases so far this month. There have been 5 flu A cases confirmed so far this month.

**Remodel update:** The drain has not been repaired but the board was told it will be. The retainage fee will not be paid until it is corrected and some flooring pieces are replaced.

**Medication refill:** The Director spoke with Mary Bleckler regarding the parish nurse program regarding medication refills and the parish program will continue to provide this service so long as volunteers are willing.

**Breast pumps for mothers in jail:** The pump has been delivered to the jail along with some "storage bags"; however, from now on any supplies will have to be purchased by the Sheriff's Office.

**Election filing:** The board discussed that candidates for election to the board need to file by December 31, 2024.

**ELC ED update:** The board was informed that the state department of health and senior services "made good" on payment for the ELC ED funds and made the payment for which the health department would otherwise be ineligible since it does not provide covid testing at its facility.

6. **Old business:** There was no old business

7. **New Business:**

**Approval of 2025 budget:** The board reviewed the budget prepared by the administrator, including explanations for Repairs/Service Charges to include approved parking lot repairs, for B&D Security System to include the approved updated security system, for Lawn Care to include approved landscaping, and Electronic Medical Records possibly to be covered by a grant.

The board also reviewed the actual budget for 2024 as compared to the estimated budget with explanations in notes provided by the administrator. Dr. Bosner moved to approve the 2025 budget, which motion was seconded by Mr. Kinsky. The motion was approved by unanimous voice vote of all members present.

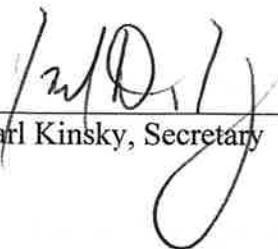
**Removal of breast pump from inventory:** Dr. Bosner moved to remove the breast pump from inventory (#00862), which motion was seconded by Mr. Kinsky and approved by unanimous voice vote of all members present.

8. **Public forum:** No member of the general public being present, there was no public forum.

9. **Next scheduled meeting:** The next scheduled regular board meeting is **Monday, January 27, 2025** at 4:00 PM, with February's meeting tentatively scheduled for February 25, 2025.

10. **Adjournment:** Dr. Bosner made a motion to adjourn the meeting, seconded by Mr. Kinsky, which passed by unanimous vote of all members present. Mr. Bach adjourned the meeting at 4:43 PM.

Respectfully submitted,

  
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Carl Kinsky, Secretary