

**Ste Genevieve County Health Department
Public Meeting of Board of Trustees
Minutes of August 25, 2026**

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, August 25, 2026, at 4:30 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Sainte Genevieve, Missouri 63670.

2. Roll call: Board members answering the roll call were Robert Bach, Dr. Matthew Bosner, Jim Holland, Lisa Jokerst, and Carl Kinsky, constituting a quorum. Jennifer Mueller, Health Department director, was also present.

3. Approval of agenda: Ms. Jokerst moved to approve the agenda. Dr. Bosner seconded the motion. The motion passed unanimously by voice 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 Ms. Jokerst and passed unanimously by voice vote of all members present.

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

HVAC problem: The systems pump was clogged and leaked water into the HVAC and adjoining rooms. Burns Mechanical happened to be conducting a routine maintenance check at the time and addressed the problem. A sensor system will be placed so that the system will shut down if there is another clog.

Postcard: A postcard outlining services provided by the Health Department will be mailed to county residents on or about September 4, 2026. It will highlight matters relating to the flu and programs for children.

Employee profile – Carrie Noll: The board reviewed the employee profile for Carrie Noll. She books appointments for WIC, performs WIC clerk duties and helps clients navigate the WIC app. She assists Bob Kluender and works with contractors on addressing problems that are discovered. She greets people as they walk in, answers calls, orders office supplies, and generally assists as needed. The Board very much appreciates all she does.

6. Old business: Ms. Mueller on the estimated invoice received from TPC, the company preparing and mailing the booklet anticipated to be mailed to residents in January. Dr. Bosner moved to approve payment on the invoice of \$6,271.57 and up to 10% more if needed. The motion was seconded by Mr. Holland and passed unanimously by voice vote of all members present.

7. New business:

2025 Audit Review: Mike O'Shea with Crouch, Farley & Heuring, PC, Certified Public Accountants, explained and answered questions regarding the independent auditor's report.

Tax Levy: After discussion and review of documents provided by the Ste. Genevieve County Clerk, Mr. Kinsky moved to approve the tax rate of .0933%. The motion was seconded by Dr. Bosner and passed by unanimous voice vote of all members present.

Cooperation with Hospital on Women's Health Issues: The board had a general discussion and expressed willingness to work with the Ste. Genevieve County Memorial Hospital to address women's health issues.

8. Public forum: As no member of the general public was present, there was no public forum.

9. Next scheduled meeting: The next board meeting is scheduled for September 22, 2026, at 4:30 pm.

10. Adjournment: Dr. Bosner made a motion to adjourn the meeting, seconded by Ms. Jokerst, which passed by unanimous vote of all members present. Mr. Bach adjourned the meeting at 5:31 PM.

Respectfully submitted,

Carl Kinsky, Secretary