

**Ste Genevieve County Health Department
Public Meeting of Board of Trustees
Minutes of July 28, 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, July 28, 2026, at 4:26 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, Jim Holland, Lisa Jokerst, and Carl Kinsky, constituting a quorum. Jennifer Mueller, Health Department administrator, was also present.

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

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

Employee spotlight – Paula Rose: Ms. Mueller provided us with a report of all the jobs performed by Ms. Rose, including being responsible for oversight of matters relating to nutrition correlated with WIC, serving as the breastfeeding coordinator, installing and checking car seats for children, and participation in smoking cessation programs, along with other services.

ADA Compliant website: Ms. Mueller also discussed the requirement of an ADA compliant website by 2028 and discussions with other health department administrators in southeast Missouri regarding possible use of the same service to reduce costs.

State Incentive Grant: Ms. Mueller also indicated the state will provide the health department with an incentive grant of \$15,000 without requiring extra activity from the health department. She also indicated the state will provide an additional \$12,500 for health departments willing to complete certain tasks, which Ms. Mueller intends to do. This additional money may be helpful to offset some upcoming expenses.

6. Old Business:

Revision of Pledged Collateral Policy: After discussion, Dr. Bosner moved to accept the revised pledged collateral policy (Section 16) of the Ste. Genevieve County Health Department to provide the best security and return. The motion was seconded by Ms. Jokerst and passed by the unanimous voice vote of all members present.

Marketing: The board continued discussion of marketing the service of the health department to the community. They discussed mailing household postcards quarterly focusing on seasonal concerns, and a possible magazine like the school district mails out, either yearly or in August and November. This matter will be placed on next month's agenda when we may have a better idea of the number of households in the community and anticipated costs.

7. New Business:

ADA Compliant Scale: After discussion, Ms. Jokerst moved to approve the health department contributing \$1,365.02 toward the purchase of an ADA compliant scale, with WIC contributing an additional \$2,048.28. The motion was seconded by Dr. Bosner and passed by the unanimous voice vote of all members present.

New Email: Ms. Mueller discussed that the state will no longer be providing email services for the health department as of July 1, 2027. She presented the board with three options – option 1, from Microsoft; option 2 from Google, and option 3 from GoDaddy. Dr. Bosner made a motion to approve option 3, which provided for a cost of \$10.99 per user per month for an anticipated total of \$142.8 per month, which was the cheapest rate. Ms. Jokerst seconded the motion, and the motion passed by the unanimous voice vote of all members present. The board also agreed that Ryan Grass would be hired to set up the system and to serve as the “on call” IT person if an issue emerges that cannot be resolved in house.

Blood Pressure Cuffs: The board also discussed the need for blood pressure cuffs, especially in lieu of a grant no longer providing such cuffs. After discussion the board indicated no objection to the health department purchasing 10 to 15 blood pressure cuffs.

Maturing CD: The board discussed a certificate of deposit with Enterprise Bank in an account with Central bank, 137-04, which will mature on August 13, 2026, and agreed that the monies should be reinvested as Central Bank deems appropriate.

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

9. Next scheduled meeting: The next scheduled regular board meeting is scheduled for August 25, 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 5:11 PM.

Respectfully submitted,

Carl Kinsky, Secretary