

REVISED

REVISED

**Southern Seven Health Department
Board of Health Meeting
Vienna Masonic Lodge
1615 Old Route 146 Loop - Vienna, Illinois
Thursday, February 25, 2010
6:30 p.m.**

AGENDA

- I. Call to Order / Open Meetings Compliance / Quorum Check
- II. Introductions
- III. Review & Approval of Past Open Session Minutes - 12/03/09
- IV. Administrator's Reports
 - A. Public Health - Cheryl Manus, Director of Nursing
 - B. Head Start - Angie Messmer
 - 1) Enrollment/Attendance Update
 - 2) Policy Council Crossover Member (Sharon Burris) Report
 - 3) Van Bids
 - 4) Triennial Review/Background Checks
 - 5) Application/Eligibility/Verification Form
 - 6) Approval to write Grant for 1.84% COLA
 - C. Human Resources - Diana Jeffords
 - 1) Approval of Personnel Action Report
 - 2) Fiscal Officer's Evaluation
 - 3) Personnel Policy Manual Revision
 - D. Fiscal Officer - Debbie Musgraves
 - 1) Financial Statements - 12/31/09
 - 2) Head Start Financial Statements - 12/31/09
 - 3) Head Start In-Kind Report - 12/31/09
 - 4) Credit Card Report
 - 5) FY 2010 Public Health Budget Revision
 - 6) Request to Pursue Purchase of Used Maintenance Van
 - E. Brad Rendleman - Environmental Health Director
 - F. Community Health Education Director - Patricia Moehring
 - G. Executive Director/Public Health Administrator - Nancy Holt
 - 1) Budget Update
 - 2) Contract Negotiations
 - 3) Leases/Contracts
 - 4) County Health Rankings Report
 - 5) H1N1 Incentives
 - 6) Increases - Non-Bargaining Unit Public Health Staff
 - 7) Salary Increase - Cost Pool Staff
 - 8) Mileage Increase
- V. Board President - Dr. Gene Zinn
- VI. New Business
- VII. Announcements
- VIII. Next Meeting Date - Thursday, April 22, 2010
- IX. Adjournment