



Southern Seven Health Department
Administrative Office

37 Rustic Campus Drive
Ullin, IL 62992-2226

Phone: (618) 634-2297

Fax: (618) 634-9394

www.southern7.org

BOARD OF HEALTH MEETING

Thursday, February 23, 2023 | 6:30 p.m.

AGENDA

To Join the Video Meeting: Download the ZOOM app from your app store or visit www.zoom.com and enter the following Meeting ID and Passcode. If you would prefer, you can call in to the meeting by dialing 312-626-6799 and following the instructions. ***A link to join will also be emailed to you prior to the meeting.***

Meeting ID: 857 5471 4902

Passcode: 435599

- I. Call to Order, Open Meetings Compliance, Quorum Check
- II. Roll Call
- III. Review and Approval of Minutes
 - a. Regular Meeting Minutes from 12/08/2022
 - b. Closed Session Meeting Minutes from 12/08/2022
- IV. Guest Speaker, David Prasanphanich
 - a. Audit Report
- V. Administrator's and Director's Reports
 - a. Executive Director, Rhonda Andrews-Ray
 - i. Grants & Funding
 - ii. Contracts & Leases
 - iii. Updates
 - iv. Public Health Training- The State of Southern Illinois
 - b. Financial Administrator, Sarah Goddard
 - i. Public Health Financial Statements- *Motion to approve*
 - ii. Head Start Financial Statements - *Motion to approve*
 - iii. Head Start In-Kind Report- *Motion to approve*
 - iv. Credit Card Reports - *Motion to approve*
 - c. Human Resources Administrator, Emily Boyd



Southern Seven Health Department is an Equal Opportunity Employer and Provider, complies with applicable federal civil rights laws, and does not discriminate on the basis of race, color, national origin, age, disability, or sex.



- i. Personnel Action Report- *Motion to approve*
 - ii. Organizational Charts- *Motion to approve*
 - iii. Statement of Economic Interest & Confidentiality Statements
 - d. Early Childhood Administrator, Jennifer Parks
 - i. Sharon Burris Crossover Member Report- *Motion to approve*
 - ii. Enrollment/Attendance/Recruitment Update- *Motion to approve*
 - iii. 2023-2024 Recruitment Plan & Selection Criteria- *Motion to approve*
 - iv. Eligibility Training
 - v. Board and Policy Council training update
 - vi. Grant Updates
 - 1. Cost of Living & Quality Improvement- *Motion to approve*
 - 2. Reduction Grant-Wage Comparison & Pay Scale Adjustment- *Motion to approve*
 - 3. COVID Grant Funds spend out
 - a. Bus Lease Buy Out- *Motion to approve*
 - b. Homebase Curriculum- *Motion to approve*
 - vii. Recent Information Memorandums and Program Instructions
 - 1. Discuss definition of “Significant Incidents” and how board wants to be notified- *Motion to approve*
 - e. Director of Nursing, Teresa Wilburn
 - i. Communicable Disease Report
 - f. Health Education Director, Natalie Sawyer
 - i. Program Updates
 - g. Environmental Health Director, Miranda Adams
 - i. Program Updates
- VI. CLOSED EXECUTIVE SESSION due to possible litigation- *Motion to approve*
- VII. OPEN SESSION- *Motion to approve*
- VIII. Next Meeting Date: Thursday, April 27, 2023
- IX. Adjournment