**BOARD OF HEALTH MEETING**

**HYBRID** Zoom or In Person Clinic Classroom, Building B

37 Rustic Campus Dr, Ullin, Thursday, March 27th, 2025 at 6:30 p.m.

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

**Meeting ID: 819 1112 3860**

**Passcode: 873917**

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**AGENDA**

1. **Call to Order, Open Meetings Compliance, Quorum Check**
2. **Roll Call for Attendance**
3. **Esteemed Guests**
   1. **Phillip Hosfeldt, Vienna High School – Regional Innovation Center**
   2. **David Prasanphanich, Beussink, Hey & Roe – 2024 Audit**
4. **Review and Approval of Regular Meeting Minutes from 01/30/2025**
5. **Administrator’s and Director’s Reports**
   1. **Executive Director, Rhonda Andrews-Ray**
      1. Grants & Funding
      2. Contracts & Leases
         1. Lease Proposal with Diane Cheak for former Su Casa main building and land where other buildings are located – *Motion to approve*
      3. Updates
   2. **Financial Administrator, Sarah Goddard**
      1. Public Health Financial Statements- *Motion to approve*
      2. Head Start Financial Statements - *Motion to approve*
      3. Head Start In-Kind Report- *Motion to approve*
      4. Credit Card Reports - *Motion to approve*
      5. Tax & Mental Health Discussion – *Motion to approve*
   3. **Human Resources Administrator, Emily Boyd**
      1. Personnel Action Report- *Motion to approve*
      2. Complaint Process – *Motion to approve*
      3. Standards of Conduct – *Motion to approve*
      4. Confidentiality Statement
      5. Statements of Economic Interest
      6. Years of Service Extension – *Motion to approve*
      7. Layoff Discussion
   4. **Early Childhood Administrator, Jennifer Parks**
      1. Sharon Burris Crossover Member Report- *Motion to approve*
      2. Enrollment/Attendance/Agency Recruitment Plan – *Motion to approve*
      3. Grant Updates
         1. Conversion
         2. Cost of Living Increase
         3. Prevention Initiative
      4. Focus Area 1 Review Update
      5. Su Casa Migrant Head Start Update
      6. Community Assessment
      7. Transportation Waiver – *Motion to approve*
      8. Fiscal Training including In-kind
      9. Information Memorandums and Program Instructions
      10. Significant Incidents
   5. **Director of Nursing, Teresa Wilburn**
      1. Program Updates
      2. Communicable Disease Report
   6. **Health Education Director, Natalie Sawyer**
      1. Program Updates
      2. Health Education Report
   7. **Environmental Health Director, Miranda Adams**
      1. Program Updates
      2. Environmental Health Report
6. **Next Meeting Date: Thursday, May 29, 2025**
7. **Adjournment**