

BOARD OF HEALTH – MEETING MINUTES – 07/23/26

Meeting held in-person at the Southern Seven Health Department Clinic Classroom and remotely over Zoom.

COUNTY	NAME	ATTENDED
Alexander	Mike Mathis	P
	Jim Smith	P
	Dianna Williams	P
	Sherry Pecord	--
Hardin	Darrick Armstrong	--
		--
Johnson	Jason Taylor	--
	Emily Taylor	--
	Chrissy Hayden	--
	Ryan Rademaker	P
Massac	Jayson Farmer	ZOOM
	Brian Horn	P
		--
Pope	Tommy Hobbs	P
	Rita McKinley	P
	Lindzey Barger	--
Pulaski	Jill Bosecker	P
	Mike Sharp	--
	Debbie Brown	P
	Rob Reichert	--
Union	Harry Brockus	P
	Brandon Bierstedt	--
	Debby McKibben	P
	Gretchen Emrick	--

Staff Present: *Jennifer Parks*, Executive Director; *Natalie Sawyer*, Health Education Director; *Sarah Goddard*, Fiscal Officer; *Rebecca Reed*, Human Resources Director; *Miranda Adams*, Environmental Health Director; *Teresa Wilburn*, Director of Nursing; *Kimberly Laird*, Communicable Disease Programs Manager; *Dona Middleton*, Early Childhood Director; *Joseph Oliver*, IT Director

Minutes recorded and transcribed by Andrea Mayer, Executive Assistant.

I. Call to Order - Open Meetings Compliance

Debbie Brown called the meeting to order at approximately 6:30 P.M. A quorum was declared present. All notices were posted in compliance with the Open Meetings Act.

II. Roll Call for Attendance/Quorum Check

Andrea Mayer took roll. A quorum was declared present.

III. Virtual Attendance

Harry Brockus made a motion to approve virtual attendance of Board members. Jill Bosecker seconded. All in favor. Motion carried. Jayson Farmer joined.

IV. Review and Approval of Minutes

1. Harry Brockus made a motion to approve the meeting minutes of 5/28, 6/30 & 07/02. Jill Bosecker seconded. All in favor. Motion carried.

V. Public Comment

None.

VI. Guests

None.

VII. Action Items

1. Jill Bosecker made a motion to approve the *Public Health Financials*, presented by Sarah Goddard. Jim Smith seconded. All in favor. Motion carried.
2. Jim Smith made a motion to approve the *Head Start Financials*, presented by Sarah Goddard. Brian Horn seconded. All in favor. Motion carried.

3. Rita McKinley made a motion to approve the *Head Start In-Kind Report*, presented by Sarah Goddard. Jim Smith seconded. All in favor. Motion carried.
4. Jill Bosecker made a motion to approve the *Credit Card Report* presented by Sarah Goddard. Harry Brockus seconded. All in favor. Motion carried.
5. Jim Smith made a motion to approve the *Personnel Action Report*, presented by Rebecca Reed. Ryan Rademaker seconded. All in favor. Motion carried.
6. There was no *Crossover Member Report* for approval.
7. Brian Horn made a motion to approve the *Enrollment/ Recruitment Report*, presented by Jennifer Parks. Ryan Rademaker seconded. All in favor. Motion carried.
8. Debby McKibben made a motion to approve the amended 26/27 *School Calendar*, presented by Jennifer Parks. Rita McKinley seconded. All in favor. Motion carried.
9. Tommy Hobbs made a motion to approve the *Wage Comparability Study*. Brian Horn seconded. All in favor. Motion carried.
10. Harry Brockus made a motion to approve the *NFS Waiver* for the Nutrition Grant. Jill Bosecker seconded. All in favor. Motion carried.
11. Harry Brockus was nominated for President. A motion was made by Jill Bosecker and seconded by Jim Smith. A motion was then made by Jill Bosecker and seconded by Jim Smith to close nominations for President. A roll-call vote was conducted. Motion carried unanimously. Harry Brockus was elected President.

Rob Reichert was nominated for Vice President. A motion was made by Jill Bosecker and seconded by Jim Smith. A motion was then made by Jill Bosecker and seconded by Jim Smith to close nominations for Vice President. A roll-call vote was conducted. Motion carried unanimously. Rob Reichert was elected Vice President.

Jim Smith was nominated for Secretary. A motion was made by Jill Bosecker and seconded by Mike Mathis. A motion was then made by Jill Bosecker and seconded by Mike Mathis to close nominations for Secretary. A roll-call vote was conducted. Motion carried unanimously. Jim Smith was elected Secretary.

Ryan Rademaker was nominated for Treasurer. A motion was made by Jill Bosecker and seconded by Jim Smith. A motion was then made by Jill Bosecker and seconded by Jim Smith to close nominations for Treasurer. A roll-call vote was conducted. Motion carried unanimously. Ryan Rademaker was elected Treasurer.

12. Harry Brockus volunteered to serve as the *crossover member* between the Board of Health and Policy Council.

VIII. Reports

Miranda Adams presented the Environmental Health written report. Natalie Sawyer presented the Health Education report. Teresa Wilburn presented the Public Health Programs written report. Joseph Oliver discussed ADA compliance on the agency's website, and how we would need to use a new provider in order to be compliant.

Rebecca Reed went over employee turnover for the prior fiscal year. Dona Middleton presented a center update slideshow. Jennifer Parks discussed a significant incident that was reported and closed. Sarah Goddard had nothing to add. Jennifer Parks presented the Executive Director report.

IX. Old Business

1. Jennifer discussed there had been no communication between Arrow Leaf and Southern Seven since the last meeting.

2. Minor updates to the Bylaws were discussed. Approval tabled pending review and approval from legal council.
3. Jennifer Parks and Rita McKinley discussed the interviews conducted for the Head Start Director position and recommended Rebecca Reed for the position. A motion was made to approve Rebecca Reed as Head Start Director. The motion carried, with one opposing vote.

X. New Business

XI. Contracts & Leases

1. A brief discussion was held regarding contracts and leases up for renewal.

XII. Closed Session

Jim Smith made a motion to enter closed session. Rita McKinley seconded. Roll call vote was taken. All in favor. Motion carried. The Board entered closed session pursuant to:

1. 5 ILCS 120/2(c)(21) *transcribed separately*
2. 5 ILCS 120/2.06(d) *transcribed separately*

XIII. Reconvene Business Session

XIV. Next Meeting Date

Thursday, September 24, 2026

XV. Adjournment

Jill Bosecker made a motion to adjourn the meeting. Jim Smith seconded the motion. Motion Carried. Meeting adjourned at approximately 8:15 P.M.

Andrea Mayer, Recorder

Debby McKibben, Secretary