



Cape Girardeau County Public Health Center
Board Meeting Minutes
Tuesday, January 23, 2024
12:30 p.m., 1121 Linden St, Cape Girardeau, MO 63703

Present:

Dr. John Freeze, Chairperson (by phone)
 Georganne Syler, Vice Chairperson
 Nancy Johnson, Secretary
 Diane Howard
 Eric Becking

Staff:

Director Autumn Grim
 Assistant Director Natalie Govreau

Absent:

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order</i>	Dr. John Freeze, Chairperson, called the meeting to order at 12:02 p.m.		
<i>Approval of minutes</i>	A request for a motion to approve the minutes from the Board Meeting on December 19, 2023 was made.	Georganne Syler made the motion, seconded by Nancy Johnson, motion passed.	Filed with the minutes
<i>Financial Report</i>	Director Autumn Grim presented the Accountants Fiscal Report for December 2023.		Filed with the minutes
<i>Ratification of Expenditures</i>	Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period December 1, 2023 – December 31, 2023. A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period December 1, 2023 – December 31, 2023.	Eric Becking made the motion, seconded by Georganne Syler, motion passed.	Filed with the minutes
<i>Monthly Services Report</i>	The monthly services report was reviewed.		
<i>Communicable Disease Report</i>	Director Autumn Grim presented the monthly communicable disease report.		
<i>Environmental Health Report</i>	Assistant Director Natalie Govreau presented the monthly environmental health report.		

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Oral Health Coalition Report	Dr. John Freeze presented the Oral Health Coalition report.		
Administrative Policies	A motion was made to combine all of the HIPAA policies (4.12, 4.12a,b,c,d and e) into one policy 4.12 Privacy Policies – HIPAA with the following changes of: CCHD throughout to be changed to CCHC and update one link that was found to the old website.	Georganne Syler made the motion, seconded by Eric Becking, motion passed.	
HIPAA Risk Analysis	Director Autumn Grim reviewed the HIPAA Risk Analysis with the board.		
Strategic Plan	Director Autumn Grim reviewed the Strategic Plan with the board. A motion was made to adopt the strategic plan as presented.	Georganne Syler made the motion, seconded by Eric Becking, motion passed.	
Annual Report	Director Autumn Grim reviewed the Annual Report with the board.		
Next Meeting	Next Board Meeting is Tuesday, February 27 at 12:00 p.m. at the Cape County Public Health Center, Conference Room B.		
Adjournment	There being no further business, a motion was made to adjourn.	Eric Becking made the motion, seconded by Nancy Johnson, motion passed.	
Meeting adjourned at: 1:04 p.m.			

Submitted by: Nancy K. Johnson
Nancy Johnson, Secretary – Treasurer
Cape Girardeau County Public Health Center
Board of Trustees

Date: 2-27-24