

**Southern Seven Health Department
Board of Health Meeting
Vienna Masonic Lodge
1615 Old Route 146 Loop - Vienna, Illinois
Thursday, December 3, 2009
6:30 p.m.**

AGENDA

- I. Call to Order / Open Meetings Compliance / Quorum Check
- II. Introductions
- III. Review & Approval of Past Open Session Minutes -10/22/09
- IV. Audit Report Presentation - David Seabaugh - Beussink, Hey, Roe, Seabaugh, and Stroder, LLC
- V. Administrators Reports
 - A. Public Health - Cheryl Manus, Director of Nursing
 - B. Head Start - Angie Messmer
 - 1) Enrollment Update
 - 2) Policy Council Crossover Member (Sharon Burris) Report
 - 3) Bus Bid Recommendation
 - 4) Kindergarten Readiness
 - 5) Outcomes Report
 - 6) In-Kind Waiver Request
 - 7) Pope County Transportation Waiver
 - 8) Triennial Review Update
 - C. Human Resources - Diana Jeffords
 - 1) Approval of Personnel Action Report
 - 2) Personnel Policy Revision
 - 3) Early Childhood Division Organizational Chart
 - D. Fiscal Officer - Debbie Musgraves
 - 1) Public Health Division Financial Statements - 10/31/09
 - 2) Early Childhood Division Financial Statements - 10/31/09
 - 3) Head Start In-Kind Report - 10/31/09
 - 4) Credit Card Report
 - 5) FY 2010 Budget Revision
 - 6) Tax Anticipation Warrants
 - E. Environmental Health Director - Brad Rendleman
 - 1) Proposed Environmental Health Fee Changes - Sewage Permit, Temporary Food Permit and Mortgage Survey
 - F. Patricia Moehring - Community Health Education Director
 - G. Executive Director/Public Health Administrator - Nancy Holt
 - 1) Budget Update
 - 2) Contract Negotiations
 - 3) Leases and Contracts
 - 4) FY 09 Annual Report
- VI. Board Vice President - Dr. Terry Heisner
- VII. New Business
- VIII. Announcements
- IX. Next Meeting Date - Thursday, February 25, 2010
- X. Adjournment