

**PENDLETON COUNTY LOCAL BOARD OF HEALTH**  
**Pendleton County Health Department's Conference Room**  
**August 25, 2011 - 6:00 p.m.**  
**Minutes**

**Members Present:**

Judge Henry Bertram  
Delbert Cox  
Mark Faulhaber  
Connie McCann  
Dr. Monte McElfresh  
Trena Mains  
Dorothy Jean Nordheim  
Dr. Brian Schack

**Staff Present:**

Dr. Georgia Heise  
Melody Stafford  
Amy Young

**Members Absent**

JoAnn Florence  
Tony Hall  
Rose Verax  
Jennifer Wright

Judge Henry Bertram called the meeting to order. There was a quorum present. Judge Bertram congratulated Dr. Heise for being chosen to serve on the National Association of County and City Health Officials Board.

**Old Business:** None

**New Business:**

**Topic:** August 23, 2010 minutes

**Discussion:** The minutes were reviewed.

**Action:** A motion was made by Mark Faulhaber to accept the August 23, 2010 minutes. Jean Nordheim seconded the motion. Motion carried.

**Topic:** Financial Statement

**Discussion:** Amy Young gave the financial statement report. She commended the board for making the decision to rent to Home Health. Dr. Heise reported that they were looking at security cameras due to thefts and destroying of property.

**Action:** Delbert Cox made a motion to accept the financial statement with Mark Faulhaber making the second. Motion carried.

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**Topic:** Budget Summary

**Discussion:** Amy Young presented the budget summary. She explained it had to be filed by June 1, 2011 so signatures had been obtained and the summary filed. Trena Mains asked how tax bills were coming in. Judge Bertram stated they are now being paid but home values were going down. Judge Bertram asked about any possible repairs to consider in the future. Some suggestions were replacing the carpet in the lobby and checking for leaks in the roof.

**Action:** A motion was made to accept the budget summary by Trena Mains with Mark Faulhaber making the second. Motion carried.

**Topic:** Tax Rate

**Discussion:** Amy Young presented a worksheet for certification and explained the amount of taxes which were anticipated to be received.

**Action:** Connie McCann made a motion to keep the tax rate at 5.8/\$100 property assessed. Jean Nordheim seconded the motion. Motion carried.

**Topic:** Audit

**Discussion:** Amy Young reported that TRDHD has to be audited every four years and 2010 was the year. She also reported it was a clean audit with no follow up necessary.

**Action:** Trena Mains made a motion to accept the audit with a second by Mark Faulhaber. Motion carried.

**Topic:** Public Officials Bond

**Discussion:** Amy Young reported that board members were covered by a public officials bond through TRDHD.

**Action:** None required.

**Topic:** Election of Officers (Chairman)

**Discussion:** Henry Bertram was nominated as Chairman.

**Action:** Mark Faulhaber made a motion Judge Henry Bertram serve as board chairman. Jean Nordheim made the second. Motion carried.



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**Topic:** Election of Officers (Vice-Chairman)

**Discussion:** Delbert Cox was nominated as Vice-Chairman.

**Action:** Motion for Delbert Cox to be Vice-Chairman was made by Mark Faulhaber with a second by Connie McCann. Motion carried.

**Topic:** Election of Officers (Treasurer)

**Discussion:** Rose Verax was nominated as Treasurer.

**Action:** A motion made by Dorothy Jean Nordheim with a second by Mark Faulhaber for Rose Verax to be Treasurer of PC Local Board of Health. Motion Carried.

**Topic:** 3<sup>rd</sup> Party to Sign Checks

**Discussion:** There was discussion about someone who would be more available to sign check when needed.

**Action:** Dorothy Jean Nordheim made a motion to authorize Joann Florence to sign checks as needed. Dr. Brian Schack made the second. Motion carried.

**Topic:** Director's Report

**Discussion:** Dr. Georgia Heise reported that PHAB is scheduled to announce the initiation of the Accreditation process September 14, 2011 in

Washington, D.C. She expressed her desire to be the first Health Department to apply.

She also explained that a lot of changes would be taking place with Medicaid managed care. Also the Affordable Care Act's impact is not known at the present time. She reported that Home Health had made great strides in the last few months. Judge Bertram reminded the Board how close it had come to shutting Home Health down but now we were breaking even. He commended Dr. Heise on a job well done. He thanked her and the staff for their commitment not only to the organizations but to the community as well.

Dr. Heise stated the Boards of Health will continue with trainings. This is part of the accreditation requirements. The Board will be notified in the next few months about establishing a date for the training.

**Action:** None required.

**Topic:** Adjournment

**Discussion:** None

**Action:** Trena Mains made a motion to adjourn with Connie McCann making a second. Motion carried.

Delbert Cox 8/16/12  
Judge Henry Bertram, Chairman Date  
Delbert Cox, Vice-Chairman

Georgia Heise 8/16/12  
Dr. Georgia Heise, Director Date

Brittany NGE 8.16.12  
Melody L. Stafford, Board Secretary Date  
Brittany NGE,

