

**Hancock County Health Department  
Meeting Minutes  
Thursday, April 27, 2023**

**Opening:**

The regular meeting of the Hancock County Health Department was called to order at 5:30 pm on Thursday, April 27, 2023, in Carthage by E. Owens.

**Present:**

In Person:

Michael Ottney  
Karen Andrews  
Andy Bastert

Zach Rodeffer  
Ed Owens

Monica Crim  
Andrew Asbury

Absent:

Joe Smith  
Melissa Pence  
Karen Beeler

**Others Present:**

Amy Hall, Administrator

**Approval of Minutes:**

Board Minutes for the January 26, 2023 meeting were read and a motion to approve the minutes was made by A. Bastert with a second by K. Andrews. Motion was carried.

**Reports**

Amy went through her Administrator report that contained acknowledging the staff during National Public Health Week in April and the activities that the staff participated in, update on grants, discussed FY' 2022 Medicare cost report, the county audit is starting the first week in May, and discussed Amy going to legislative days in Springfield next week. and a motion to approve the reports was made by K. Andrews with a second by K. Beeler. Motion was carried

**Home Health Policies**

Amy went through the Home Health Policy. A motion was made to table the policies by K. Andrews with a Second by Z. Rodeffer. Motion was carried.

**Travel Reimbursement Forms**

Reimbursement forms were reviewed. A motion to approve was made by A. Bastert with a second by M. Crim. Motion was carried.

## **Community Health Needs Assessment (CHNA)**

A Power Point was distributed to the board members that updated them on the activities that have been accomplished for the CHNA priority areas.

## **Administrator's Job Description**

Amy's contract was reviewed to add information about the being the WIC nutrition coordinator. Motion was made to approve was made by K. Andrews with a second by A. Bastert. Motion was carried.

Meeting adjourned at 5:58pm.

**Next Meeting: July 27, 2023 at 5:30 pm**

A handwritten signature in black ink, appearing to read "Edward Owens", written over a horizontal line.

**Edward Owens, Board of Health President**