

Lawrence County Health Department Board of Health

November 18, 2020

Minutes

1. Roll call

The roll call was taken by President Randall Lambert at 12:21 PM. Randall Lambert, Lois Herrell, Brenda Shipley was present at Board of Health office. Those present by virtual meeting were Curtis Anderson and Mark Dickess. Also present were Georgia Dillon and Melissa Mullins.

2. Approve Minutes

Randall Lambert called for motion to approve the minutes. Lois Herrell made a motion to accept the minutes as read; Mark Dickess seconded the motion. After time for discussion a vote was taken and the motion was passed, minutes approved.

3. Action Items

a. Personnel-New Hire Request

- i. The next item up for discussion was the approval to hire Angela Lewis, RN and Rachel Klaiber, RN to fill the roles of Contact Tracers on a part-time basis at \$17 per hour. Randall Lambert called for motion to approve the hiring of Angela Lewis and Rachel Klaiber. Brenda Shipley made a motion to approve the application. Mark Dickess seconded the motion. After time for discussion a vote was taken, and motion was passed.
- ii. The next item up for discussion was the approval to hire Joan Terry to fill the role of Contact Tracer on a part-time basis at \$15 per hour. Randall Lambert called for motion to approve the hiring of Joan Terry. Brenda Shipley made a motion to approve the hiring. Mark Dickess seconded the motion. After time for discussion a vote was taken, and motion was passed.

b. Personnel

- i. The next item up for discussion was to change Sandra Newman from part-time to full-time status due to pandemic to assist in contact tracing and investigation This status change includes an hourly rate increase of \$2.00 per hour. Randall Lambert called for motion to approve the full-time status change and increase hourly wage by \$2.00 per hour for Sandra Newman. Lois Herrell made a motion to approve the change. Brenda Shipley seconded the motion. After time for discussion a vote was taken, and motion was passed.

c. Expenses

- i. Approval of Expenditure
The next item to come up for discussion was the approval of expenditures. Randall Lambert called for a motion to approve the expenditures. Mark Dickess made a motion to approve the monthly expenses. Brenda Shipley seconded the motion. After time for discussion a vote was taken, and motion was passed.
- ii. Resolution to appropriate funds
The next item to come up for discussion was to review and request approval of Resolution 11182020a to move funds to remove negative balances and to correct appropriations from last month. Randall Lambert called for a motion to approve Resolution 11182020a. Brenda Shipley made a motion to approve the resolution. Lois Herrell seconded the motion. After time for discussion a vote was taken, and motion was passed.
- iii. Approval of Budget
The next item to come up for discussion was to review and approve the 2021 Budget. Randall Lambert called for a motion to approve the 2021 Budget. Brenda Shipley made a motion to approve the 2021 Budget. Lois Herrell seconded the motion. After time for discussion a vote was taken, and motion was passed.

iv. Digit3 Quote

The next item to come up for discussion was to review and approve the Digit3 Quote for IT Services. Randall Lambert called for a motion to approve the Digit3 quote for IT services. Brenda Shipley made a motion to approve the quote for IT services. Lois Herrell seconded the motion. After time for discussion a vote was taken, and motion was passed.

4. COVID-19 Report

- a. Report was given by Health Commissioner concerning COVID-19. Update Board on outbreaks, contact tracers and school guidance.
- b. Report was given on contact tracers updated.
- c. Report was given on current COVID-19 grants

5. 1st Reading of Environmental Fees for 2021

- a. Review and discussions were held regarding the 2021 environmental fees.

6. Acceptance and Approval of Reports Received

- a. TB & Infectious Disease
- b. Car Seat Program

The next order of business to come before the Board was the approval of monthly reports. Randall Lambert called for motion to approve the monthly reports. Brenda Shipley made a motion to accept the monthly reports as attached. Lois Herrell seconded the motion. After time for discussion a vote was taken, and the motion was passed.

7. Adjournment

- a. The next meeting will be December 16, 2020 at 12:00 p.m. at the Lawrence County Health Department.
- b. Being nothing further to come before this board, Lois Herrell made a motion to adjourn. Brenda Shipley seconded the motion. A vote was taken, and the motion was passed. The Lawrence County Board of Health was adjourned at 12:45 PM.

Minutes Approved By:



Randall Lambert, BOH President

Date: 12/11/20