

# Department of Public & Environmental Health

Finance Meeting Wednesday, November 6, 2019

6:00pm

Health Department Conference Room

## AGENDA

- I. Call to Order
  - Meeting called to order by Diane Perez
  - In attendance (Diane Perez, Dr. Matt Libiran, Loretta Parker, Rev. James Wade Jr)
- II. Approval of Minutes
  - October 2, 2019
    - i. Table minutes for next meeting December 4, 2019
- III. New Business
  - Loretta Parker made a motion to approve payroll warrant 100419 dated October 4, 2019 for \$10,379.08, the motion was second by Rev. James Wade Jr and the motion carries.
  - Loretta Parker made a motion to approve payroll warrant 101819 dated October 18, 2019 for \$15,438.70, the motion was second by Rev. James Wade Jr and the motion carries.
  - Loretta Parker made a motion to approve payroll warrant 110119 dated November 1, 2019 for \$11,657.56, the motion was second by Dr. Matt Libiran and the motion carries.
  - Loretta Parker made a motion to approve claim warrant 110619HB dated October 31, 2019 for \$12,568.95, the motion was second by Dr. Matt Libiran and the motion carries.
- IV. Old Business
  - Arnita informed the board that a new nurse is needed and currently has a candidate who is pending approval for an interview. Acknowledgement of need fill full time nurse role and desire to utilize state grant for a part time nurse. Added two new part time medical assistance.
  - Dr. Matt Libiran asked the question if the vaccination program is being compromised due to lack of staffing, made recommendation to help serve as supervising physician to ensure vaccinations are administered in a timely fashion.

V. Discussion

- No discussion

VI. Adjournment

- With no further business to discuss Rev. James Wade Jr made a motion to adjourn the meeting, the motion was second by Dr. Matt Libiran and the motion carries.