



**Cape Girardeau County Public Health Center**  
**Board Meeting Minutes**  
**Thursday, October 24, 2024**  
**12:00 p.m., 1121 Linden St, Cape Girardeau, MO 63703**

**Present:**  
 Dr. John Freeze, Chairperson  
 Nancy Johnson, Secretary (by phone)  
 Diane Howard  
 Eric Becking

**Staff:**  
 Director Autumn Grim  
 Assistant Director Natalie Govreau

**Absent:**  
 Georganne Syler, Vice Chairperson

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b>Call to Order</b>	Dr. John Freeze, Chairperson, called the meeting to order at 12:01 p.m.		
<b>Approval of minutes</b>	A request for a motion to approve the minutes from the September 24, 2024 Board Meeting was made.	Nancy Johnson made the motion, seconded by Diane Howard, motion passed	Filed with the minutes
<b>Financial Report</b>	Director Autumn Grim presented the Accountants Fiscal Report for September 2024.		Filed with the minutes
<b>Ratification of Expenditures</b>	<p>Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period September 1 – September 30, 2024.</p> <p>A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period September 1 – September 30, 2024.</p>	Diane Howard made the motion, seconded by Nancy Johnson, motion passed	Filed with the minutes
<b>Monthly Services Report</b>	The monthly services report for September 2024 was reviewed.		
<b>Communicable Disease Report</b>	Director Autumn Grim presented the monthly communicable disease report.		
<b>Environmental Health Report</b>	Assistant Director Natalie Govreau presented the monthly environmental health report.		

<b>Agenda</b>	<b>Discussion</b>	<b>Tasks/Conclusion</b>	<b>Responsibility</b>
<b>Auditor Bid</b>	<p>One bid was received for the audit from Beussink, Hey, Roe and Stroeder, LLC.</p> <p>A request for a motion to accept the bid was made.</p>	<p>Diane Howard made the motion, seconded by Eric Becking, motion passed.</p>	
<b>Customer Satisfaction Survey</b>	<p>Director Autumn Grim presented the board with the customer satisfaction survey that is currently being given to clients to complete. It was started in October, and we have already received 61 responses that have been very positive.</p>		
<b>Environmental MOU</b>	<p>Director Autumn Grim presented the board a formal agreement for an MOU with Bollinger County. The formal agreement meets the requirement for incentive funding. Dr Freeze, Chairman signed the agreement.</p>		
<b>Administrative Policies</b>	<p>A motion was made to accept 4.29 Independent Audit and Selection of External Auditor and 12.3 Safety/Accident Prevention as presented.</p>	<p>Eric Becking made the motion, seconded by Diane Howard, motion passed</p>	
<b>Public Comments</b>	<p>The board received no comments from the public.</p>		
<b>Closed Session</b>	<p>A request for a motion to move into Closed Session was made pursuant to section 610.021 RSMO for the purposes relating to the hiring, firing, disciplining, or promotion of employees by a public governmental body.</p> <p>Roll call to Open the Closed Session: Nancy Johnson, yes, Diane Howard, yes, Eric Becking, yes, John Freeze, yes</p> <p>No voting action was taken.</p> <p>A request for a motion to return to Public Session was made.</p>	<p>Diane Howard made the motion, seconded by Eric Becking, motion passed.</p> <p>Session began at 12:47 p.m.</p> <p>Diane Howard made the motion, seconded by Eric Becking, motion passed.</p>	

Agenda	Discussion	Tasks/Conclusion	Responsibility
	Roll call to return to Public Session: Nancy Johnson, yes, Diane Howard, yes, Eric Becking yes, John Freeze, yes	Session ended at 1:16 p.m.	
<b>Next Meeting</b>	<b>Next Board meeting is Tuesday, November 19 at 12:00 p.m. at the Cape County Public Health Center, Conference Room B.</b>		
<b>Adjournment</b>	There being no further business, a motion was made to adjourn.	Eric Becking made the motion, seconded by Diane Howard, motion passed	
<b>Meeting adjourned at: 1:18 p.m.</b>			

Submitted by: Nancy K. Johnson  
 Nancy Johnson, Secretary - Treasurer  
 Cape Girardeau County Public Health Center  
 Board of Trustees

Date: 11-18-24