



**Cape Girardeau County Public Health Center**  
**Board Meeting Minutes**  
**May 28, 2024**  
**12:00 p.m., 1121 Linden St, Cape Girardeau, MO 63703**

**Present:**

Dr. John Freeze, Chairperson  
 Georganne Syler, Vice Chairperson  
 Eric Becking

**Staff:**

Director Autumn Grim  
 Assistant Director Natalie Govreau

**Absent:**

Diane Howard  
 Nancy Johnson

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b>Call to order</b>	Dr. John Freeze, Chairperson, called the meeting to order at 11:59 a.m.		
<b>Approval of minutes</b>	A request for a motion to approve the minutes from the April 22, 2024 Board Meeting was made.	Georganne Syler made the motion, seconded by Eric Becking, motion passed.	Filed with the minutes
<b>Financial Report</b>	Director Autumn Grim presented the Accountants Fiscal Report for April 2024.		Filed with the minutes
<b>Ratification of Expenditures</b>	Director Autumn Grim presented the Ratification of Expenditures: the list of electronic payments and financial transactions for the period April 1 – April 30, 2024.  A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period April 1 – April 30, 2024.	Eric Becking made the motion, seconded by Georganne Syler, motion passed.	Filed with the minutes
<b>Monthly Services Report</b>	The monthly services report 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>2023 Audit</b>	The Audit Report was given by Sasha Cureton of Beussink, Hey, Roe, and Seabaugh Accounting. The report concluded the financial statements present fairly, in all material respects and little adjustment, clean opinion.		
<b>Gap Analysis</b>	Director Autumn Grim advised the Board that the Gap Analysis is halfway completed. The deadline for completion is December 31, 2024.		

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b>Administrative Polices</b>	A motion was made to accept policies Foundation of Public Health Practices: 3.3 Missouri Department of Health Rules and 3.5 Annual Review of Policy Manuals as presented.	Eric Becking made the motion, seconded by Georganne Syler, motion passed.	
<b>Public Comments</b>	The Board received no comments from the public.		
<b>Next Meeting</b>	<b>Next Board meeting is Tuesday, June 25<sup>th</sup> at 12:00 p.m. at the Cape County Public Health Center.</b>		
<b>Public Session</b>	The Board returned to Public Session at 1:32 p.m.		
<b>Adjournment</b>	There being no further business, a motion was made to adjourn.	Eric Becking made the motion, seconded by Georganne Syler, motion passed.	
<b>Meeting adjourned at: 12:24 p.m.</b>			

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

Date: 6-25-24