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Jo Daviess County Health Department • 9483 US Rt. 20 West • P. O. Box 318 • Galena, Illinois 61036

Jo Daviess County Board of Health Finance Committee
Wednesday, September 12, 2018 at 6:00 pm
Jo Daviess County Health Department Conference Room

MEETING MINUTES

1. Call to Order

Ron Lubke, President of the Board of Health, called the Finance Committee Meeting to order at 6:12 PM.

2. Roll Call:

Present: Ron Lubcke, Gary Jobgen and Stephen Petras. Bill Bingham was not present.

Staff Present: Elizabeth Townsend and Marcia Christ

Others Present: Jamie Petras

3. Approval of Minutes

- a) Minutes from August 1, 2018 Board of Health Finance Committee Meeting;
Gary Jobgen motioned to approve the minutes as presented, second by Stephen Petras. All were in favor, the motion carried.

4. Citizens' Comments: There were no Citizens' comments.

5. Unfinished Business: There was no unfinished business.

6. New Business

a) Discussion and possible action to approve the Dental Program Business Plan and move forward to the Board of Health for final approval.

Gary Jobgen made a motion to open discussion to approve the Dental Program Business Plan and move forward to the Board of Health for approval, second by Stephen Petras. All were in favor, the motion carried.

Elizabeth Townsend stated that she was asked by the County Board to put together a Business Plan for the Dental Program. She stated that Thames Management Resources had been recommended to her by the County Administrator for providing plan development. Elizabeth presented the proposed plan to committee members for review and discussion.

Elizabeth stated that first of all a name for the Dental Clinic would need to be established. Finance committee members were all in agreement that it should be named the 'Jo Daviess County Public Health Dental Clinic'. Committee members then reviewed and discussed start-up costs and funds for equipment. Ron Lubcke questioned the line of credit listed; wanting clarification on why it was relevant when no money was being borrowed. Ron suggested Elizabeth have an informal discussion with the bank. The cost for advertisement and start-up supplies were reviewed; Stephen Petras suggested proposed costs for operational dental supplies be increased, that costs could average approximately \$5000 per month. He also recommended that the proposed office supply costs be listed separate from the operational supplies. There was discussion regarding expenses for wages and benefits, comparing the estimated cost of employing or contracting a Dentist. Proposed maintenance and repair expenses were reviewed; Stephen Petras recommended an increase in the proposed cost for Software.

Stephen Petras made a motion to Table this Agenda Item until the next scheduled Board of Health Finance Committee meeting, in order to gather information and allow more time for review. Gary Jobgen second the motion; all were in favor, motion carried.

- 7. Administrator's Comments:** No further comments
- 8. President's Comments:** There were no further comments
- 9. Citizens' Comments:** There were no further comments
- 10. Next Scheduled Board of Health Finance Committee Meeting:** To be determined
- 11. Adjourn:** Stephen Petras motioned to adjourn the meeting, second by Gary Jobgen. All were in favor, meeting adjourned at 6:55 PM.