

**WOODFORD COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH EXECUTIVE SESSION**

DATE: May 20, 2019 START TIME: 8:30 p.m. END TIME: 8:45 p.m. LOCATION: Woodford County Health Department

Present: Board Members: Bonnie Allen, Vice President; Lisa Maynard, Secretary; Gary Schaer; Emily Barker

Staff present: Hillary Aggertt, Administrator

TOPIC	DISCUSSION	ACTION / RESPONSIBLE PERSON / DATE
	The executive session began at 9:05pm. A roll call vote was conducted.	Lisa Maynard motioned to enter Executive Session according to 5 ILCS 120/2(c)(1). Gary Schaer seconded. Motion carried.
	Aggertt stated she would recommend Eric Lane to take on the Administration title in her absence. As discussed he would be over the BOH documents, facilitation, communication, attend county board meetings, facilitate department head meetings, take on HR roles, be on-call, as well as anything else that comes up. He would be responsible for payroll every 2 weeks. Further discussion occurred about what this entailed. What is considered part of the everyday vs. additional admin duties. Aggertt stated there is a tracking document for time and he would be paid accordingly for the extra funds. Aggertt stated some of this is just coverage. Some of this would be truly additional like HR. The board discussed an increase of \$5/hour. Discussion occurred about what the extra funds would be and a motion will be made outside of executive session.	
<u>Adjournment</u>	The executive session was adjourned.	At 8:45 pm Maynard made a motion to adjourn the executive session. Schaer seconded. Motion carried.

Respectfully submitted by: _____
Secretary, Lisa Maynard