



## Cape Girardeau County Public Health Center

### Board Meeting Minutes

Tuesday, December 16, 2025

12:00 p.m., 1121 Linden St, Cape Girardeau, MO 63703

#### Present:

Dr. John Freeze, Chairperson  
Georganne Syler, Vice Chairperson  
Nancy Johnson, Secretary  
Gary Tinsley

#### Staff:

Director Autumn Grim  
Environmental Supervisor Natalie Govreau

#### Absent:

Diane Howard

Agenda	Discussion	Tasks/Conclusion	Responsibility
<b>Call to Order</b>	Dr. John Freeze, Chairperson, called the meeting to order at 12:00 p.m.		
<b>Approval of minutes</b>	A request for a motion to approve the minutes of November 19, 2025 Board Meeting was made.	Nancy Johnson made the motion, seconded by Gary Tinsley, the motion passed.	Filed with the minutes
<b>Financial Report</b>	Director Autumn Grim presented the Accountants Fiscal Report for November 2025.		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 periods November 1-30, 2025.  A request for motion to approve the Ratification of Expenditures: the list of electronic payments and financial transactions for the period November 1-30, 2025.	Georganne Syler made the motion, seconded by Nancy Johnson, the motion passed.	Filed with the minutes
<b>Monthly Services Report</b>	The monthly services report for November was reviewed.		
<b>Communicable Disease Report</b>	Director Autumn Grim presented the monthly communicable disease report for November 2025.		
<b>Environmental Health Report</b>	Environmental Supervisor Natalie Govreau presented the monthly environmental health reports for November 2025.		
<b>Accreditation Funding Opportunity Update</b>	Director Autumn Grim advised the board that she had received a response to her application. It should cover the CHIP and the CHA but it is being revised to include workforce development which if funded would allow for more training for supervisors.		

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<b>Community Baby Shower</b>	Director Autumn Grim presented the board with information about the Community Baby Shower that was held. The event was well attended and was a success. Plans are being made to make this an annual event.		
<b>VERI Update</b>	Director Autumn Grim updated the board that all employees who participated in the VERI have now received their incentives and have retired.		
<b>Administrative Policies</b>	A motion was made to accept the following policies as presented: Health Dept Policies: 5.1 Adoption of Personnel Policies, 5.2 Distribution of Administrative Manual Policy, 5.3 Personnel Files, 5.4 Chain of Command, 5.6 Provision of Services Policy and 5.7 Interpretive Services as presented.	Georganne Syler made the motion, seconded by Nancy Johnson, the motion passed.	
<b>Public Comments</b>	The board received no comments from the public.		
<b>Next Meeting</b>	<b>Next Board meeting is Tuesday, January 27, 2026, 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.	Georganne Syler made the motion, seconded by Gary Tinsley, the motion passed.	

Meeting adjourned at: 12:43 p.m.

Submitted by:

Georganne P Syler      Date Jan 27, 2026  
 Nancy Johnson, Secretary - Treasurer  
 Cape Girardeau County Public Health Center Board of Trustees