



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
Call to Order	Dr. John Freeze, Chairperson, called the meeting to order at 12:00 p.m.		
Approval of minutes	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
Financial Report	Director Autumn Grim presented the Accountants Fiscal Report for November 2025.		Filed with the minutes
Ratification of Expenditures	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
Monthly Services Report	The monthly services report for November was reviewed.		
Communicable Disease Report	Director Autumn Grim presented the monthly communicable disease report for November 2025.		
Environmental Health Report	Environmental Supervisor Natalie Govreau presented the monthly environmental health reports for November 2025.		
Accreditation Funding Opportunity Update	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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Community Baby Shower	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.		
VERI Update	Director Autumn Grim updated the board that all employees who participated in the VERI have now received their incentives and have retired.		
Administrative Policies	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.	
Public Comments	The board received no comments from the public.		
Next Meeting	Next Board meeting is Tuesday, January 27, 2026, at 12:00 p.m. at the Cape County Public Health Center, Conference Room B.		
Adjournment	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