

**BOARD OF HEALTH  
MEETING MINUTES  
Thursday, February 23, 2017**

**ATTENDEES:** Elaine Wozny, Chairman  
Joan Searl, Member  
Deborah Ketchen, Health Agent (absent)  
Anita Wright, RN, Public Health Nurse  
Lori Bentsen, Administrative Asst.

Meeting Open: 5:45 PM

**AGENDA:**

The first item on the agenda is review and approval of minutes. The Board approved meeting minutes of December 15, 2016 and it was a unanimous vote.

The next agenda item is the purchase of a laptop computer for the public health nurse. Anita told the Board that Deborah informed her the paperwork is almost complete and once completed Deborah will submit to the Region 3A Coalition Emergency Preparedness for approval of the grant.

The Board asked about the status of the vacant house on School St. Lori informed the Board that the health agent conducted another inspection on January 27<sup>th</sup> and posted "No Dumping" signage on the dwelling. Lori told the board a second letter was sent to Champion Mortgage Company on February 6, 2017, certified mail, with the state inspection report listing the violations. Lori told the Board that the mortgage company has not yet contacted the health agent.

The last agenda item is food establishment inspections. Lori told the Board that Deborah informed her that most of the inspections are done. Elaine and Joan reviewed the inspection reports and stated they would follow-up with the health agent at the next meeting.

Meeting adjourned 7:30 PM

Next Board of Health meeting is scheduled for March 23, 2017.