

MCDONOUGH COUNTY HEALTH DEPARTMENT
BOARD OF DIRECTORS

SPECIAL MEETING AGENDA

Wednesday, September 13, 2023, at 7 p.m.

McDonough County Health Department
505 East Jackson Street
Macomb, IL 61455

Call to Order

Public Comment

Minutes – Discuss Need for Detailed Meeting Minutes and Motions
Example: February 8, 2023, Meeting Minutes and Motions

Amend Article XI, Section 2, of the Bylaws of the McDonough County Board of Health

Claims – Compliance with Local Government Travel Expense Control Act (50 ILCS 150/)
Establish and Adopt Authorization of Claims Process
Authorization of Claims for the period of August 1-31, 2023
Review Cash Flow Report and Bank Reconciliation

Explanation of McDonough County Tax Levy Funds – Gretchen DeJaynes, County Clerk

Amend Article XI, Section 3, of the Bylaws of the McDonough County Board of Health

Review/Amend FY24 Budget – Requested data from August 16, 2023, BOD Meeting Made
Available to Board Members at least 48 hours prior to special meeting

Amend FY23 Meeting Dates – Present through November 30, 2023

Establish FY24 Meeting Dates – December 1, 2023, through November 30, 2024

Review McDonough County Health Department Employee Handbook
Establish a subcommittee to revise/update the MCHD Employee Handbook

Establish and Adopt Procedure for McDonough County Health Department Administrator
Evaluation

Closed Session – If necessary pursuant to Open Meetings Act (5 ILCS 120/)
Discuss FY24 McDonough County Health Department Administrator Contract

Adjourn