

Lincoln County Health Department
Board of Trustees Meeting
Closed Session Meeting Minutes
03 May 2023

Motion by Malaine Hagemeyer at 12:37 PM to go into closed session for the purposes of discussing personnel and legal. Seconded by Dr. James Bockhorst. Roll call vote taken: Ayes – Dottie Crenshaw, Malaine Hagemeyer, Dr. Bockhorst, Mary Kay Kunza. Nays – None. Four of five board members present, Chuck Montgomery absent. Also present: Jesse Granneman, Brett Siefert.

Legal: Jesse Granneman provided an overview of the Personnel Policy Manual revisions made for this revision/update cycle. Dr. Bockhorst moved and Malaine Hagemeyer seconded that the newly revised Personnel Policy Manual be approved as submitted;. Roll call vote taken: Ayes – Dottie Crenshaw, Malaine Hagemeyer, Dr. Bockhorst, Mary Kay Kunza. No Nays.

Personnel: As employee performance appraisals have recently been completed for all eligible employees except for the Administrator, and as the LCHD board is to participate in the Administrator’s performance appraisal, discussion arose as to how the board would perform the appraisal. Administrator Brett Siefert was instructed to send each board member his self-appraisal in accordance with the process as used for other employees. Brett was also asked to provide blank performance appraisal forms as used for other employees to board members, who would confer later to complete the Administrator’s appraisal. No other motions or votes.

Motion at 1:25 PM by Malaine Hagemeyer to go out of closed session. Seconded by Dottie Crenshaw. Roll call vote was taken Ayes – Dottie Crenshaw, Malaine Hagemeyer, Dr. James Bockhorst, Mary Kay Kunza. No Nays. Mary Kay Kunza adjourned the closed session at 1:26 PM.

APPROVED BY THE BOARD ON THE ____ DAY OF _____, 2023.

Mary Kay Kunza, Chair