



**BOARD OF HEALTH PERSONNEL COMMITTEE  
MCHENRY COUNTY BOARD OF HEALTH  
667 WARE ROAD, WOODSTOCK, IL  
CONFERENCE ROOM A  
NOVEMBER 25, 2019  
MEETING MINUTES**

PRESENT: Joseph Clarke, Juliana Morawski, Dr. Ted Lorenc  
STAFF PRESENT: Melissa Adamson, Darleen Volant

Meeting called to order by Mr. Clarke at 6:06 pm

**PUBLIC COMMENT**

None

**SLATE OF OFFICERS**

Motion made by Dr. Lorenc, second by Ms. Morawski to approve current Slate of Officers.  
Motion passed by a voice vote.

Motion made by Dr. Lorenc, second by Ms. Morawski to recommend Dr. George Lin as  
Secretary. Motion passed by a voice vote.

Motion made by Ms. Morawski, second by Dr. Lorenc to accept Slate of Officers as presented.  
Motion passed by a voice vote.

Mr. Clarke suggested the Personnel Committee review and approve the form used in  
completing the evaluation of the Public Health Administrator in open session. Mr. Clarke stated  
this form is a general form used by the Health Department employees for evaluations.

Motion made by Ms. Morawski, second by Dr. Lorenc to accept the performance evaluation  
form. Motion passed by a voice vote.

**ADJOURNMENT**

Motion to adjourn meeting at 6:19 pm was made by Dr. Lorenc, second by Ms. Morawski.  
Motion was passed by a voice vote.