

**MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MEETING MINUTES  
WEDNESDAY, March 14, 2018**

The McDonough County Board of Health regular meeting was held in the board office on Wednesday, March 14, 2018. The regular meeting was called to order at 7:00 by Dr. Tim Fitzgerald, President.

**Members Present:** Dr. Tim Fitzgerald, Sue Dunseth, Marcia Moll, Bob Anstine, Scott Schwerer, and Dr. Nancy Parsons

**Members Absent:** Dr. Amy Waschull, Dr. Karen Blakeley, and Dr. Brianne Wehner

**Staff Present:** Lynnette Cale, Chris Adams, Kerri Allen and Kathy Cleer

**Visitors Present:** Michelle Langhout, McDonough Voice reporter

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**Call to Order:**

Meeting was called to order at 7:00 by President Dr. Tim Fitzgerald.

**Minutes:**

**A MOTION WAS MADE BY SUE DUNSETH AND SECONDED BY MARCIA MOLL TO APPROVE THE JANUARY 10, 2018 MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MINUTES WITH ONE CORRECTION. MOTION CARRIED.**

**Claims:**

**MARCIA MOLL MADE A MOTION; SECONDED BY DR. NANCY PARSONS FOR THE APPROVAL OF CLAIMS FOR THE PERIOD OF JANUARY 1, 2018 THROUGH JANUARY 31, 2018 IN THE AMOUNT OF \$24,994.26. MOTION CARRIED.**

**SUE DUNSETH MADE A MOTION; SECONDED BY MARCIA MOLL FOR THE APPROVAL OF CLAIMS FOR THE PERIOD OF FEBRUARY 1, 2018 THROUGH FEBRUARY 28, 2018 IN THE AMOUNT OF \$19,264.18. MOTION CARRIED.**

**Reports:**

Board of Health- None

County Board- None

Directors Reports-

**Environmental Health Division**

Chris Adams, Environmental Health Director

Chris reported that we held a free HACCP class on March 6<sup>th</sup>. We usually hold one in the spring and on in the fall. Environmental staff have been busy with food inspections.

**Community Health Division**

Kerri Allen, Community Health Director

Kerri reported that the last few months her staff has been busy with health education activities at banks, schools and Walmart. They are trying to do more outreach activities to promote the health department’s programs. We had our WIC compliance audit last week and passed with no corrections. Her division has had more communicable diseases reports coming through.

**Administrator’s Report**

Lynnette Cale, Administrator

Lynnette reported that the FY19 grant contracts are coming in now. She took an Opioid Class that was well attended by many of the area entities. They covered education, crime and various drug issues. The people that were wanting to open a FQHC have approached Lynnette about trying to get a clinic set up in Macomb. They have already talked to the city and the schools and plan to speak with Lynnette next week about their plans. We are participating the Outdoor Show at the YMCA. Ben Thompson will set up a booth to promote the MRC program and other program we offer at the health department. Kudos to Ben Thompson for his help in the search and rescue of the missing woman last week. He opened the fire department and working with surrounding departments as well as Chad and Josh from WIU’s GIS center. Lynnette will be attending an administrators meeting next week. The topic will be promoting public health in the media. She is getting ready to advertise the Health Educator position. Our sign falls under the \$30,000 threshold for requiring bids so she will be contacting Century Signs to begin the process of getting our new sign.

**NEW BUSINESS**

**2017 MCDONOUGH COUNTY HEALTH DEPARTMENT ANNUAL REPORT**

Lynnette reviewed the annual report with the board members. A few changes were noted in the Board President’s name needed to be updated and a couple of formatting changes to the back of the pamphlet.

**DR. NANCY PARSONS MADE A MOTION TO APPROVE THE 2017 ANNUAL REPORT WITH NOTED CHANGES AND WAS SECONDED BY DR. TIM FITZGERALD. MOTION CARRIED.**

**CLOSED SESSION**

**Closed Session:**

*Dr. Tim Fitzgerald made mention that there was need to go into closed session pursuant to Chapter 5, Illinois Compiled Statues Section 120/2 employment matters at 7:23 pm.*

**SCOTT SCHWERER MADE A MOTION TO GO INTO CLOSED SESSION PURSUSANT TO CHAPTER 5, ILLINOIS COMPILED STATUES SECTION 120/2 TO DISCUSS EMPLOYMENT MATTERS.**

*Roll call taken by Kathy Cleer, Business Office Manager.*

<i>Anstine</i>	<i>yes</i>
<i>Blakeley</i>	<i>absent</i>
<i>Dunseth</i>	<i>yes</i>
<i>Fitzgerald</i>	<i>yes</i>
<i>Moll</i>	<i>yes</i>

<i>Parsons</i>	<i>yes</i>
<i>Schwerer</i>	<i>yes</i>
<i>Waschull</i>	<i>absent</i>
<i>Wehner</i>	<i>absent</i>

*Staff present in closed session: Lynnette Cale, Kathy Cleer*

*Staff present coming out of closed session: Lynnette Cale, Kathy Cleer.*

**SCOTT SCHWERER A MOTION; SECONDED BY MARCIA MOLL TO COME OUT OF CLOSED SESSION AT 7:35 PM.**

*Roll call taken by Sue Dunseth, Board of Health Secretary.*

<i>Anstine</i>	<i>yes</i>
<i>Blakeley</i>	<i>absent</i>
<i>Dunseth</i>	<i>yes</i>
<i>Fitzgerald</i>	<i>yes</i>
<i>Moll</i>	<i>yes</i>
<i>Parsons</i>	<i>yes</i>
<i>Schwerer</i>	<i>yes</i>
<i>Waschull</i>	<i>absent</i>
<i>Wehner</i>	<i>absent</i>

**PUBLIC COMMENT PER LETTER OF INTENT**

NONE

**Adjourn:**

**DR. NANCY PARSONS MADE A MOTION; SECONDED BY MARCIA MOLL TO ADJOURN AT 7:35 PM. MOTION CARRIED.**

Kathy Cleer  
Business Office Manager/CFO

***NOTE: The next BOH meeting will be Wednesday, May 9, 2018 at 7 pm.***