

**MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MEETING MINUTES  
WEDNESDAY, SEPTEMBER 13, 2017**

The McDonough County Board of Health regular meeting was held in the board office on Wednesday, September 13, 2017. The regular meeting was called to order at 7:06 by Dr. Tim Fitzgerald, President.

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

**Members Absent:** Scott Schwerer and Dr. Karen Blakeley

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

**Visitors Present:** Asia Ashford

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**Call to Order:**

Meeting was called to order at 7:06 by President Dr. Tim Fitzgerald.

**Minutes:**

**A MOTION WAS MADE BY MARCIA MOLL AND SECONDED BY BOB ANSTINE TO APPROVE THE AUGUST 16, 2017 MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MINUTES. MOTION CARRIED.**

**Claims:**

**A ROLL CALL OF MEMBERS WAS TAKEN TO APPROVE CLAIMS FOR THE PERIOD OF AUGUST 1 THROUGH AUGUST 31, 2017 IN THE AMOUNT OF \$31,124.72. 5 YAYS, 0 NAYS. MOTION CARRIED.**

**Reports:**

Board of Health- None

County Board- None

Directors Reports-

**Environmental Health Division**

Chris Adams, Environmental Health Director

Chris reported that we officially passed our food, water and sewage review from IDPH. Only forty percent of the health departments passed their review this year. One of our problem facilities for food was selected by IDPH to review. Labor Day inspections went well. As of July 1, the new food inspections started. Each restaurant is to post their food inspection sheet for public viewing. Guadalajara passed their inspection once the fine was paid and they were reinspected. We went over training with the managers and sat down with them to go over the changes. Their location in Decatur has the same issues we are dealing with here.

**Community Health Division**

Kerri Allen, Community Health Director

Kerri reported that they are finished with school immunizations. The numbers seem to be down from last year. We are currently waiting for our big shipment of intradermal flu vaccine. Flu vaccines will start at the health

department on October 1<sup>st</sup> and the state clinic at WIU will be on October 19<sup>th</sup> in the Heritage Room. The BOH members can get their flu vaccination at the next meeting on October 11<sup>th</sup> for half price. We will be shipping out our first milk shipment next week. Kerri will be attending the ICOT meeting and the SGK symposium towards the end of the month. Grin & Bear It fun run had 28 participants this year. We raised \$2800 in sponsorships and presently have two people going through the dental clinic. Laura from Citizens Bank and Brad Sever from Farm King had approached us about possible sponsorships but the money went elsewhere this year. Jamie Burns, our AmeriCorps Graduate, set up a money comparison with how the Grin & Bear It money compares with the dental work.

### **Administrator's Report**

Lynnette Cale, Administrator

Lynnette has been working on budget. She also noted that September is food safety month and gave a hand out showing the top four infographics on food borne illnesses.

### **NEW BUSINESS**

#### **FY 18 BUDGET AND COUNTY LEVY REQUEST**

Lynnette told the Board of Health members that she plans to ask for level funding this year due to the county's loss of income and the amount of expenses being paid out. She has requested \$337,587 which is the same amount we are receiving for FY 17. The budget has everything in it this year. Lynnette would like to get a digital sign to replace our current one. Century Signs gave us a quote of \$33,600 for a digital sign plus electrical work. We looked into getting one about 10 years ago and they wanted \$20,000 then. She plans on budgeting for \$40,000 for the sign. We put in two new air conditioner units this year that we did not plan on. Lynnette is also planning on hiring a part time Public Health Educator/PIO. We have gotten increases in our LHPG (\$2500), SGK (\$1739), WNV and Childhood Lead grants (\$9000). Our Lead program ran \$10,800 last year. We only received \$2842 in grant funding last year. The governor put additional funds in this year due to issues that occurred in Galesburg. Most of the money goes to staff time. Most grants are specifically used for only staff time which frees up the tax levy monies for big ticket items. We are sitting well with our money reserves. The auditors want us to have a 6 months in payroll set aside which we have currently. We are cycling through computers. We try to replace 3 to 4 computers each year. We had a grant in 2005 that allowed us to buy all new computers.

### **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 (c) (1) personnel issues at 7:40 pm.*

**A MOTION WAS MADE TO GO INTO CLOSED SESSION PURSUSANT TO CHAPTER 5, ILLINOIS COMPILED STATUES SECTION 120/2 (C) (1) TO DISCUSS PERSONNEL ISSUES.**

*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>Schwerer</i>	<i>absent</i>
<i>Waschull</i>	<i>yes</i>

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

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

**A MOTION TO COME OUT OF CLOSED SESSION AT 7:50 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>Schwerer</i>	<i>absent</i>
<i>Waschull</i>	<i>yes</i>

**PUBLIC COMMENT PER LETTER OF INTENT**

NONE

**Adjourn:**

**MEETING ADJOURNED AT 7:50 PM.**

Kathy Cleer  
Business Office Manager/CFO

***NOTE: The next BOH meeting will be Wednesday, October 11, 2017 at 7 pm.***