

**MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MEETING MINUTES  
WEDNESDAY, AUGUST 11, 2021**

The McDonough County Board of Health regular meeting was held in the board office on Wednesday, August 11, 2021. The regular meeting was called to order at 7:02 by Dr. Amy Waschull, President.

**Members Present:** Dr. Amy Waschull, Terra Litchfield, Dr. Karen Blakeley, Roger Ward, Gwynne Worthington, Andrea Ratermann, Dr. Nicholas Doll and Dr. Richard Minter

**Members Absent:** none

**Staff Present:** Chris Adams, Kathy Cleer and Ben Thompson

**Visitors Present:** Helen Spencer-McDonough Voice

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**Call to Order:**

Meeting was called to order at 7:02 by President Dr. Amy Waschull.

**Public Comment:**

none

**Minutes:**

**A MOTION WAS MADE BY ANREA RATERMANN AND SECONDED BY TERRA LITCHFIELD TO APPROVE THE JULY 14, 2021 MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MINUTES. MOTION CARRIED.**

**Claims:**

**ROGER WARD MADE A MOTION; SECONDED BY GYWNNE WORTHINGTON FOR THE APPROVAL OF CLAIMS FOR THE PERIOD OF JULY 1, 2021 THROUGH JULY 31, 2021 IN THE AMOUNT OF \$38,664.74. MOTION CARRIED.**

**Reports:**

**Board of Health-** none

**County Board-** Terra Litchfield followed up on a question from the previous board meeting about maintenance on the health department. She said since the health department owns their own building that we are responsible for any upkeep and maintenance needed. Terra inquired as to if the health department was doing Covid vaccinations on a daily walk in basis. Ben said we are only doing walk in clinics on Thursdays here at the health department and only by appointment other days. We are short staffed currently and the nurses have other job duties they are doing as well as covering the job duties of the vacant nurse position.

**Directors Reports-**

**Environmental Health Division**

Chris Adams, Environmental Health Director

Chris Adams reported that they are just plugging along doing food inspections. Not much building going on, so they really have had no well or septic inspections. Chris said he is proud of the staff and all they do. He just ran a batch of mosquitos before the meeting and the batch came out negative. He sent in two birds from Bushnell to test for West Nile Virus but hasn't heard back from the state. Chris celebrated 15 years with the health department on August 13<sup>th</sup>. Roger Ward inquired if the state has said anything about shutting restaurants down again. Chris said it's been quiet on the state and IDPH side but no he didn't think the governor would close restaurants down. Dr. Washull suggested posting some articles out on myth busting to stop some of the rumors.

### **Community Health Division**

Kerri Allen, Community Health Director

Services are fully open, but at this point something may need to be adjusted again, as our workload continues to increase fast, hard and much sooner than anticipated. When Michelle left, she was most knowledgeable in CD as well as Breast and Cervical Cancer Program (BCCP). We are going to have to put BCCP on hold for the time being in addition to our Tobacco grant initiatives and possibly close out some bloodwork appointment openings. We will continue with children, adult and flu immunizations

### **Administrator's Report**

Kerri Allen, Interim Administrator

We began the month closing out the grant year for many grants. Many of these grants, have long reports to submit to show what our department has completed, whether that are descriptive reports or reimbursement reports, they all take a significant amount of time and are very detailed work for the few employees whom know how to complete them. Mid July we started to see our COVID casework increase, and Ben will report this information out in detail, but it started earlier than anyone ever projected it would and continues to keep us on our toes. Many staff took vacation time in July and August, which has been much needed and very deserving of their time away. When staff are out, we do our best to cover for them, however some of their duties are only known by that individual. These are the pitfalls of working with such a small, unique and very specialized staff. We lost one Registered Nurse, Michelle Churchill. She had worked here for a total of 20 years, unfortunately she was our senior nurse with the most amount of time left and was very knowledgeable. She was our Communicable Disease/STI nurse. Michelle stated she left because she could see no end in sight for COVID and just couldn't do it anymore. (When we lost Cynthia June of 2020, it was for that same reason.) With Michelle leaving our workload has been stretched even more thin.

We have been accepting applications for nurses, however, have received only a few at this time. None are currently experienced in what we need filled. This would be a need for complete training, which state is not offering at this time. We will keep the ad out and hope we get a few more applicants maybe someone with better, more fitting experience in investigation work, whom wouldn't need as much training. My plan will probably be to send them to another health department to shadow their CD nurse after working with some of us. These nurse positions are very specialized and has taken each of us a lot of years of training to get the knowledge we have all acquired to work in Public Health and be considered the experts for many in our communities.

With COVID case work going up and additional work being asked of us (such as courier service for COVID labs from MDH to IDPH), we are hiring more contractual workers for both McDonough and Schuyler County for help. Our regular staff are beginning to be pulled away from their regular duties, and if we want to continue services to the best of our ability, we will need more help. These contractual workers will still be covered under the Mass Vax Grant (end date currently Nov 30) as well as the Contact Tracing Grant (end date Dec 31).

Tax Levy time is here. I have written a letter and requested our maximum amount based off what was received last year and the 1.4% increase the county stated they are receiving. I will attach the letter that I sent to Gretchen and Travis Hiel. The county has also planned for meeting dates to discuss budgets if needed and sent a list of dates. My plan is to work on the budget when I get back and after the largest grant, we have is written the Comprehensive Protection Grant which is due for both counties by next Friday, August 20<sup>th</sup>. The next meeting our Board will be discussing the draft budget. I do not feel that I can take and share a budget with the county that has yet to be seen or approved by the Health Department Board first. If anyone would like to discuss this with me, please contact me as I am open for ideas.

We are awaiting a bid from Trevor Sloan regarding the Silver Maple tree removal. He is going to give us two bids as he did not feel it was in bad enough shape to be removed and only trimmed, however it was explained that the BOH wanted it removed.

The bell has been sold, we still have the memorial block and stain glass. A few of the board expressed interest. If I do not hear from you in the next few weeks about coming to look at them or wanting to purchase for sure, I will contact an auctioneer to get them sold.

Finally, I wanted you to know that the Dental Demo on the second half of the Schuyler County Health Department building has been started. It is going well and almost completed. The next plan will be to work with the Schuyler County Board on the next steps. I have blueprints, we just need to approve them and find a qualified contractor to get started. This dental addition will help assist surrounding county residents as well, so McDonough residents will benefit from services. The money to do this work has come from a donor in Rushville and it has been sitting over there for a few years and they were told to start progress, or the funds needed to go back so progress is going. With lots of details to figure out in the meantime.

## **OLD BUSINESS**

### **COVID 19 UPDATES**

Ben Thompson said they are reporting cases weekly. McDonough County has had 3202 cases of Covid: 65 new cases, 3075 recovered, and 62 deaths. Cases are on the rise across the United States. Region 2 has a 5.2% positivity rate and McDonough County is at an 8.8% test positivity rate which has us on a warning status. We recently moved three Contact Tracers into Case Investigation. They will be doing both contact tracing and case investigation. We will be hiring more contact tracers to replace the ones that did not renew their contracts. BinaxNOW testing has been put on hold currently. The hospital has a 48 hour turn around time on the swab testing. We will be hiring some contractual couriers to drive the tests to Springfield. Once the FDA approves vaccine, we can go to Farm King to setup clinics for the public. There will be a Covid vaccination clinic at WIU for staff and students. IDPH has developed a program to verify if people have had their Covid vaccination. Before Covid hit, MDH asked if the health department would take over the CPR classes. We are doing a trial run of classes from September to December. The training supplies are covered by one of our grants. We would charge a small fee for the class to generate some revenue but it's being offered more as a community service.

### **NEW ADMINISTRATOR SEARCH**

Dr. Amy Waschull said that the search committee has had one meeting and they had discussed getting another consultant. Dr. Waschull has spoken with Bill Corbin who is the HR person at MDH. He would charge \$150 an hour. Kathy passes any applications to Dr. Waschull and she would forward them on to Bill Corbin. He will check out their information and present those who are qualified to the search committee. Bill can also do the background checks. He can also tell the search committee what questions are appropriate to ask. We will keep interviewing until we find the right person. She has had a few people apply that are within the 60-mile radius. The salary range for the position will be between \$80,000 to \$100,000 depending upon applicant's experience and qualifications. We need to go over the contract and make revisions. The board expressed some concern over Bill Corbin's hourly rate and asked that Dr. Waschull to find out how many hours he estimates he would be

working a month. The administrator search committee is Dr. Waschull, Gwynne Worthington, Terra Litchfield and Holly Cain.

**TERRA LITCHFIELD MADE A MOTION TO MAKE THE ADMINISTRATOR SALARY RANGE \$80,000 TO \$100,000 FOR STARTING SALARY FOR THE NEW ADMINISTRATOR AND DR. RICHARD MINTER SECONDED THE MOTION. ALL MEMBERS SAID YAY AND THE MOTION CARRIED.**

#### **STORAGE, BUILDING, GROUND DISCUSSION**

Ben discussed with board the storage building. He received a bid of \$107,000 for a 35' X 70' storage building. It would have garage doors on both ends. The bid did not include concrete or electricity and would not be fully lined. If we want the insulation, electricity and concrete it would cost \$153,000. The building would need to be climate controlled since we would be storing items in there that could not freeze. We were planning to use our local CURE grant funds for the reimbursement of the building. Our CURE funds are \$127,000. We have until December 31<sup>st</sup> to submit for reimbursements.

**ANDREA RATERMANN MADE A MOTION TO MOVE FORWARD WITH PUTTING OUT AN AD FOR BIDS WITH THE DISCUSSED SPECS OF THIS BUILDING AND WAS SECONDED BY DR. NICHOLAS DOLL. MOTION CARRIED.**

#### **NEW BUSINESS**

##### **RESIGNATION OF BOARD MEMBER**

Christy Foster has resigned from the board. The members need to be thinking of a replacement for the finance person and bring the names with them to the next board of health meeting so we can submit our recommendation to the County Board for appointment.

#### **Adjourn:**

**TERRA LITCHFIELD MADE A MOTION AT TO ADJOURN AND WAS SECONDED BY ROGER WARD AT 8:28 P.M. MOTION CARRIED.**

Kathy Cleer  
Business Office Manager/CFO

***NOTE: The next BOH meeting will be Wednesday, September 15, 2021 at 7 pm.***