

**MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 12, 2022**

The McDonough County Board of Health regular meeting was held in the board office on Wednesday, October 12, 2022. The regular meeting was called to order at 7:06 by Andrea Ratermann, President.

Members Present: Dr. Amy Waschull, Dr. Karen Blakeley, Terra Litchfield, Gwynne Worthington, Becky Mahr, Andrea Ratermann, and Dr. Nick Doll

Members Absent: Roger Ward and Dr. Richard Minter

Staff Present: Kerri Allen, Jennifer Plate, and Kathy Cleer

Visitors Present: none

Call to Order:

Meeting was called to order at 7:06 by President Andrea Ratermann.

Public Comment:

NONE

Minutes:

A MOTION WAS MADE BY TERRA LITCHFIELD AND SECONDED BY DR. AMY WASCHULL TO APPROVE THE SEPTEMBER 14, 2022, WITH ONE CORRECTION, MCDONOUGH COUNTY BOARD OF HEALTH REGULAR MINUTES. MOTION CARRIED.

Claims:

DR. AMY WASCHULL MADE A MOTION; SECONDED BY GWYNEE WORTHINGTON FOR THE APPROVAL OF CLAIMS FOR THE PERIOD OF SEPTEMBER 1, 2022 THROUGH SEPTEMBER 30, 2022, IN THE AMOUNT OF \$137,437.37. ROLL CALL VOTE WAS TAKEN WITH ALL MEMBERS PRESENT SAYING YES. MOTION CARRIED.

Reports:

Board of Health- NONE

County Board- NONE

Directors Reports-

Environmental Health Division

Chris Adams, Environmental Health Director

Kerri gave Chris's report. IEMA inspected the department as part of the requirement for storing the lead XRF analyzer. No issues reported and the department will be placed on a 3-year inspection rotation. Stefanie Johnson has been working with eh city plumbing inspector on a food facility that currently has some plumbing

issues. Niki Duffy recently investigated a complaint at Taco Bell. After the investigation, it was discovered that the plumbing issues and the facility was closed until those issues could be resolved. Anaiah is currently working on getting all the old documents and saving them electronically. Reeves is busy in Schuyler working with a couple of new food facilities and dealing with a new trend of hunting cabins being built around the county. Shout out to all the staff for cleaning this past week. The department was able to get rid of a dumpster full of old resource documents that were old and outdated. EH hosted a food class last week and was attended by 11 people. Earlier last week, the division also proctored over 8 CFPM exams. Testing for mosquitoes will conclude this week and pick back up in May of 2023. EH is currently working with the Prairie Land Conservancy and the City of Macomb to host a public outreach on the importance of sealing abandoned well. The intent is to hold a well sealing demonstration open to the public to help educate on ways to protect the groundwater.

Community Health Division

Jennifer Plate, Community Health Director

Jennifer reported that we continue to do walk in clinics for Covid 19 vaccinations on Thursdays. We have had a contractual nurse come in four days over the last two weeks to give bivalent vaccinations and October 12th was the last clinic. Children's bivalent have been approved and we are just awaiting orders. We will send those through the health check clinic. Continuing with Covid testing half days four days a week. MPV monkeypox the plan has been completed and we will offer vaccinations in the next two to three weeks. There's an outbreak in Uganda of Ebola and local health departments have been put on notice that we will be doing the contact for them. Everyone is still training. Joby is doing outreach. She just did an adopt a classroom and a wellness fair at SRC Outreach Center. Prairieview Women's Health Fair that we're going to concentrate on IBBCP since it Breast Cancer Awareness month. The state flu clinic will be at WIU on October 18th. We're having a flu and covid clinic here on October 20th and having a flu drive through the 27th. We did 28 flu shots at the county today. Our new nurse is solely training on IBCCP since things are backing up with that program. Our CD nurse is on medical leave for four to six weeks. Health Check is overflowing with back-to-school immunizations. Monday we were double booked for immunizations.

Administrator's Report

Kerri Allen, Administrator

Kerri has been attending some meetings since Covid is letting up. Either going to Peoria or Springfield for the administrator meetings. State came to meet with Kerri about Schuyler's IPLAN and building inspection last week. She will be getting Schuyler's letter for recertification soon. She asked about the two Covid grants that will end in December to see if they plan to extend those two grants. Kerri handed out a call down list for the board members to check their information to make sure it's correct. She will send out an updated list once she is finished. Currently working on updating brochures. We had an all-staff cleanup day last week and filled up two dumpsters worth of outdated materials. We still have a lot more to go. We are working on staff evaluations. We are continuing to look at grant opportunities.

OLD BUSINESS

NONE

NEW BUSINESS

BUILDING AND GROUNDS

Kerri spoke to John Bannon from the city about placement of the shed. He said since it's on two parcels it would need to be 25 feet off the property lines. He recommended combining the two properties into one to avoid issues of placing the building. We just need to fill out a form and turn back into the county courthouse.

TERRA LITCHFIELD MADE A MOTION TO COMBINE BOTH PARCELS AND DR. NICK DOLL SECONDED THE MOTION. MOTION CARRIED.

FY 23 HOLIDAY SCHEDULE

DR. NICK DOLL MADE A MOTION TO APPROVE THE FY 23 HOLIDAY SCHEDULE AND DR. AMY WASCHULL SECONDED THE MOTION. MOTION CARRIED.

FY 23 STAFF CHRISTMAS ACTIVITIES

DR. AMY WASCHULL MADE A MOTION TO APPROVE THE CLOSURE OF THE HEALTH DEPARTMENT ON DECEMBER 7TH FROM NOON TO 1:30 PM FOR THE STAFF CHRISTMAS PARTY AND BECKY MAHR SECONDED THE MOTION. MOTION CARRIED.

There was discussion on staff Christmas bonuses and retention bonuses. It was discussed that instead of giving gift certificates for a Christmas bonus, that allowing staff to have an additional day off of their choosing would be a better choice.

BECKY MAHR MADE A MOTION TO ADD AN EXTRA DAY OFF TO THE STAFF FY 23 BENEFITS AND WAS SECONDED BY TERRA LITCHFIELD. MOTION CARRIED.

FY 23 STAFF AND BOARD BENEFITS

TERRA LITCHFIELD MADE A MOTION TO APPROVE THE FY23 STAFF AND BOARD BENEFITS FOR FY23 AND WAS SECONDED BY DR. NICK DOLL. MOTION CARRIED.

FY 23 APPOINTMENT OF BOARD OF HEALTH OFFICERS

TERRA LITCHFIELD NOMINATED ANDREA RATERMANN FOR PRESIDENT, GWYNNE WORTHINGTON FOR VICE PRESIDENT, BECKY MAHR FOR TREASURER AND DR. NICK DOLL FOR SECRETARY. ALL NOMINEES ACCEPTED THEIR RESPECTIVE OFFICES. TERRA LITCHFIELD MADE A MOTION TO APPROVE THE BOARD OF HEALTH OFFICERS FOR FY23 AND DR. AMY WASCHULL SECONDED THE MOTION. MOTION CARRIED.

FY 23 BOARD OF HEALTH MEETING DATES

The Board members reviewed the dates and we're okay with the schedule that was presented. Kerri handed out a sign up sheet for approving claims on months with no meetings.

FY 23 MCDONOUGH & SCHUYLER COUNTY INTERGOVERNMENTAL AGREEMENT

TERRA LITCHFIELD MADE A MOTION TO APPROVE THE FY23 MCDONOUGH & SCHUYLER COUNTY INTERGOVERNMENTAL AGREEMENT AND WAS SECONDED BY GWYNNE WORTHINGTON. MOTION CARRIED.

CLOSED SESSION

ADMINISTRATOR'S EVALUATION

A MOTION WAS MADE BY DR. KAREN BLAKELEY AND SECONDED BY BECKY MAHR TO GO INTO CLOSED SESSION AT 8:23 PM PURSUANT TO CHAPTER 5, ILLINOIS COMPILLED STATUTES SECTION 120/2 (C) (1) TO DISCUSS EMPLOYMENT/APPOINTMENT MATTERS.

Roll call taken by Kathy Cleer, Business Office Manager/CFO.

<i>Blakeley</i>	<i>yes</i>
<i>Doll</i>	<i>yes</i>
<i>Litchfield</i>	<i>yes</i>
<i>Mahr</i>	<i>yes</i>
<i>Minter</i>	<i>absent</i>
<i>Ratermann</i>	<i>yes</i>
<i>Ward</i>	<i>absent</i>
<i>Waschull</i>	<i>yes</i>
<i>Worthington</i>	<i>yes</i>

Staff present in closed session: Kerri Allen and Kathy Cleer

Staff present coming out of closed session: Kerri Allen and Kathy Cleer.

DR. AMY WASCHULL MADE A MOTION; SECONDED BY TERRA LITCHFIELD TO COME OUT OF CLOSED SESSION AT 8:28 PM.

Roll call taken by Kathy Cleer, Business Office Manager/CFO.

<i>Blakeley</i>	<i>yes</i>
<i>Doll</i>	<i>yes</i>
<i>Litchfield</i>	<i>yes</i>
<i>Mahr</i>	<i>yes</i>
<i>Minter</i>	<i>absent</i>
<i>Ratermann</i>	<i>yes</i>
<i>Ward</i>	<i>absent</i>
<i>Waschull</i>	<i>yes</i>
<i>Worthington</i>	<i>yes</i>

ADMINISTRATOR'S CONTRACT

DR. KAREN BLAKELY MADE A MOTION TO ACCEPT THE ADJUSTED ADMINISTRATOR'S CONTRACT AND DR. AMY WASCHULL SECONDED THE MOTION. MOTION CARRIED.

SEMI ANNUAL REVIEW OF CLOSED MEETING MINUTES

BECKY MAHR MADE A MOTION TO KEEP THE CLOSED MEETING MINUTES CLOSED AND WAS SECONDED BY DR. NICK DOLL. MOTION CARRIED.

BOARD COMMENTS

The Board of Health would like for Kerri to attend a county board meeting. The next one will be November 16th. Dr. Amy Waschull would like to have some health department apparel of her own.

Adjourn:

TERRA LITCHFIELD MADE A MOTION AT TO ADJOURN AND WAS SECONDED BY DR. NICK DOLL AT 8:34 P.M.
MOTION CARRIED.

Kathy Cleer
Business Office Manager/CFO

NOTE: The next BOH meeting will be Wednesday, February 8th, at 7 pm.