**MCDONOUGH COUNTY BOARD OF HEALTH MEETING MINUTES**

**WEDNESDAY, MARCH 13th , 2024**

The McDonough County Board of Health meeting was held in the board office on Wednesday, March 13, 2024. The meeting was called to order at 7:02 pm by Roger Ward, Vice President.

**Members Present:** Roger Ward, Dr. Richard Minter, Terra Litchfield, Dr. Kari Jo Kelso, Holly Norton, and Dr. Nick Doll.

**Members Absent:** Becky Mahr and Andrea Ratermann.

**Staff Present:** Chris Adams and Jennifer Plate

**Visitors Present:** Nicole Driver (staff), Robin Neve (staff) and Patick Stout

**Call to Order:**

Meeting was called to order at 7:02 pm by Vice President Roger Ward.

**Public Comment:**

No comment was made.

A motion was made to approve the February 14th, 2024, minutes. The motion was carried with 6 in favor and 0 opposed and 2 absent.

**Claims:**

Approval of the February 1st-29th,2024 was claims made. The motion was carried with 6 in favor and 0 opposed and 2 absent.

**Reports**:

Community Health

WIC case load is up 94%. WIC breastfeeding peer counselor has started a breasting feeding group. The counselor has also created educational postcards to send out during the different stages of pregnancy and post-partum. Measles is on the rise, and we are watching that right now. Working on getting a contract with Etna Better Health and finalized that. Community health advisory committee will be held here next Wednesday here at the health department and at Bushnell, Colchester and Blandinsville. Alicia and I will be attending the WIC National Conference this year with the SIPA money. Nicole will be attending the Emerging Stronger Infectious Control Conference and Brandy will be attending the IAC Strengthening Families Conference. The “Stop-Payment” has been lifted and the tobacco grant has been signed and will need to submit the reports for reimbursement once received. 25% off the top and the rest is reimbursement. Centers of Disease Control and Prevention (CDC) Q-I Project, we have volunteered to participate in that as a department.

Environmental Health

Chris Adams updated the board that the division is currently preparing for a program review with the state. In addition, the division has been conducting food inspections and getting ready to start the mosquito surveillance program and conduct another tick drag.

Administration

No Report

**Old Business**:

Still looking for names for BOH members. Member Ward had talked to Hannah Bankston as a potential member.

Handbook Revision:

Member Litchfield stated that the IMRF forms should be removed from the handbook because they can be found on the IMRF website. Member Litchfield stated Section 603 does not exist according to the courthouse and therefore can be removed. Bereavement leave was decided by the board to remain at three. Page 31 will need to be edited once approved. Member Norton asked where we are at regarding approval. Member Litchfield stated that we can give approval to the changes as is. Motion was made be Member Minter and Second by Litchfield to approve the changes of the employee handbook with an effective date April 1, 2024. Member Litchfield also thanked everyone involved in the employee handbook committee.

Member Minter motioned to move into close session and was seconded by Member Kelso. Roll call vote was taken at 7: 31PM with 6 in favor, 0 opposed and 2 absent.

Closed session was concluded at 7:59PM.

Christopher Adams accepted the position as administrator of the health department. The motion to conclude the meeting was made by member Litchfield and seconded by member Minter. The meeting was adjourned at 8:25PM.

Next meeting is April 10th, 2024, at 7:00 pm.