

## **Macon County Board of Health Meeting**

November 19, 2019

Candace Clevenger, Board of Health President, called the meeting to order at 5:35pm.

### **Roll Call**

Candace Clevenger, President – Present  
Vivian Goodman, Vice President – Present  
Paige Toth, Secretary – Absent  
Mary Jane Linton, Treasurer – Absent  
Jan Hack – Absent  
Carol Hendrian - Present  
Dr. Venkat Minnaganti – Absent  
Dr. Janet Patterson - Present  
Phil Tibbs - Present  
Laura Zimmerman – Present

### **Health Department Staff in Attendance**

Brandi Binkley, MPA, SHRM-CP, CPHA Administrator  
Bethany Stapel, MPH, CPHA, Assistant Administrator  
Carol Carlton, RN, Director of Clinical Nursing Services  
Becky Edwards, Director of Starting Point  
Maris Hosier, Director of Health Promotion & Public Relations  
Karen Shiflett, RN, BSN, Director of WIC/FCM  
Sheree Zalanka, Chief Financial Officer  
Sandy DeDios, Administrative Assistant II

### **Public in Attendance**

None

### **Approval of Agenda Topics**

Vivian Goodman moved to approve the agenda, seconded by Laura Zimmerman. Motion carried.

### **Public Comment**

None

### **Approval of Previous Meeting Minutes**

Laura Zimmerman moved to accept the previous meeting minutes, seconded by Vivian Goodman. Motion carried.

### **Communications**

Brandi mentioned that she would be submitting an Administrator report to the board packet each month.

Brandi asked the Supervisors in attendance to introduce themselves to the new board members.

## **Presentation and Acceptance of Financial Report**

*Sheree Zalanka, CFO*

***October 2019***

The Health Department is 92% into FY19. Total revenue is \$5,845,873.80. Total expenses are \$5,462,758.77. Total revenue less expenditures is \$383,115.03. Total assets are \$4,605,512.16. Health fund is \$4,385,999.45.

Page 2 is the Income Statement Detail as of 9/30/2019.

Laura Zimmerman moved to accept the Financial Report, seconded by Vivian Goodman. Motion carried.

## **Review of Department Expenditures**

Vivian Goodman moved to pay the bills, seconded by Laura Zimmerman. Motion carried.

## **Grant Applications and Review**

none

## **Department and Division Reports**

Candace asked the BOH if anyone had questions for Leadership Team. No questions presented.

## **Employee Recognition**

Candace acknowledged all employees on the monthly certificate and thanked them for their years of service.

## **Old Business**

### ***Dental Expansion***

Brandi updated the board on the potential collaboration with SIU on the dental expansion. Brandi has requested a written Letter of Intent, per the direction of the BOH. We are also still working on developing numbers for the leasing charges. Brandi passed out a copy of the benefit list from SIU for board members to review. A copy will be provided to the dental staff as well.

### ***Board of Health New Member***

Brandi welcomed Carol Hendrian, Director of OB/Peds at DMH, to the Board of Health. Dr. Janet Patterson was also introduced to everyone, as this was her first BOH Meeting in attendance.

Brandi advised that we are seeking a Dentist to fill the last position of the board.

### ***Copier Resolution***

Brandi informed the board that the copier contract has been approved by the County Board.

### ***FY20 Budget Resolution***

Brandi advised that the FY20 budget for the health department was also approved by the County Board.

## **New Business**

### **Resolutions**

#### ***Year End Addition & Cleanup***

Unforeseen circumstances have arisen which give rise to an emergency in that valuable services will be compromised without the amending of the Health Fund budget; and while several unexpected changes occur throughout the year, the Health Department is also faced with the challenge of budgeting several varying grant years on the Macon County Fiscal Year; and increases in appropriations were necessary in Communicable Disease/LHPG, HIV Provide, Lead, Healthworks, Breastfeeding Peer Counselor, Money management, Diabetes Self-Management, Coordinated Point of Entry, Fussy Baby and Car Seat Program; and the grant award for Local Health Protection grant was increased to allow for reimbursement of some vaccine expenses; and the increases in HIV Provide, Healthworks, Breastfeeding Peer Counselor, Money Management and Diabetes Self-Management are due to contract increases or grant timing; and we received additional funding for Lead to do case management in addition to lead testing; and funds were received for Fussy Baby and the Car Seat Program several years ago, we continue to spend down this money as needed; and various changes are also needed between departments without increasing overall appropriations.

#### ***Starting Point***

Unforeseen circumstances have arisen which give rise to an emergency situation in that valuable services will be compromised and grant funding lost without the amending of the Health Fund budget; and these grants include: Caregiver GAP is for the temporary assistance to an adult caregiver providing care to older adults (60+); and GRF ADRD GAP Filling Services to assist individuals or the caregivers of individuals with Alzheimer's disease and related dementia; funding to be used for medical care and supplies, environmental and material aids, family and household support, access and transportation, residential repair and renovation to improve safety or other goods or services related to improving the client's health and/or safety needs; and III-B Flexible Community Services to assist with the purchase of medical care and supplies, family and household support, access and transportation, medication management screening and other goods or services related to improving client's health and or safety; and funding has been provided for 6 staff to enroll in the Boston University CADER (Center for Aging & Disability Education & Research) training; and Medicare Improvements for Patient & Provider Act (MIPPA) and Senior Health Insurance Program (SHIP) to conduct outreach activities regarding Medicare Savings Program, the Low-Income Subsidy Program, prescription coverage available under Medicare Part D drug plans and expand application assistance services and advertise and hold Medicare enrollment events.

#### ***IDOT Child Passenger Safety***

Unforeseen circumstances have arisen which give rise to an emergency situation in that valuable services will be compromised and grant funding lost without the amending of the Health Fund budget; and the purpose of the grant is to increase highway safety by coordinating a monthly car seat inspection station, educating caregivers on proper car seats for children and the correct installation, providing car seats to eligible families and recruiting and maintaining Child Passenger Safety technicians in Macon County.

Laura Zimmerman moved to accept the above resolutions, seconded by Vivian Goodman. Motion carried.

**Closed Session**

At 5:55pm, Candace stated they needed to go into closed session to review closed minutes, and the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Vivian Goodman moved to go into closed session, seconded by Laura Zimmerman. Motion carried.

**Reopen Meeting**

At 6:01pm, Laura Zimmerman moved to return to open session, seconded by Vivian Goodman. Motion carried.

Vivian Goodman moved to have closed minutes of May 20, 2014, March 15, 2016, September 20, 2016, March 20, 2018, and October 15, 2019 remain closed and closed minutes for March 19, 2019 may now be opened, seconded by Laura Zimmerman. Motion carried.

**Adjournment**

Laura Zimmerman moved to adjourn, seconded by Vivian Goodman. Meeting adjourned at 6:03pm.

Respectfully Submitted,

Sandy DeDios, Administrative Assistant II

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_