Candace Clevenger, Board of Health President, called the meeting to order at 5:41pm.

Roll Call
Candace Clevenger, President – present/on call
Vivian Goodman, Vice President – present/on call
Paige Toth, Secretary – present/on call
Mary Jane Linton, Treasurer – present/on call
Jan Hack – present
Dr. Bret Jerger – absent
Dr. Venkat Minnaganti - absent
Dr. Janet Patterson – present/on call
Phil Tibbs - absent
Laura Zimmerman - present/on call

Health Department Staff in Attendance
Bethany Stapel, MPH, CPHA, Assistant Public Health Administrator
Sandy DeDios, Administrative Assistant II

Virtual/Microsoft Teams Attendance
Brandi Binkley, MPA, SHRM-CP, CPHA Public Health Administrator
Carol Carlton, RN, BSN, Director of Clinical Services
Becky Edwards, Director of Starting Point
Marisa Hosier, Director of Health Promotions
Karen Shiflett, RN, BSN, Director of WIC/FCM
Kathy Wade, REHS, RS, LEHP, Director of Environmental Health
Sheree Zalanka, Chief Financial Officer

Public in Attendance
None

Approval of Agenda Topics
Brandi asked to remove New Business item - Approval of Macon County Board Resolution from the agenda. Vivian Goodman moved to accept the amended agenda, seconded by Paige Toth. Motion carried.

Public Comment
No citizen remarks were received via email prior to the deadline and even prior to this meeting time.

Approval of Previous Meeting Minutes
Mary Jane Linton moved to accept the Minutes, seconded by Jan Hack. Motion carried.
Communications

Board Education

Brandi provided a COVID-19 update. IDPH is offering funding for health departments for contact tracing expenses. We applied for this funding but have not heard back as far as what will be allowed. It is exciting to know that additional funding is available to help get us through what we have done during this pandemic.

Covid testing is now available throughout the state for anyone with or without symptoms. The health department continues to remind people that proactive measures still need to be taken to ensure that they do not spread the illness.

There have been a lot of changes with Restore Illinois. You may have heard various things around the community about businesses not being compliant. The health department is limited on what we can do. We continue to educate with a phone call as our first step. Then if the business continues to be non-compliant and we need to notify the state, we will do so. If it requires us to post a cease and desist order, we only do that with direction from the States Attorney’s Office. We have had to serve a couple of those. Other than that, we are trying to be as much of a partner and play a supportive role.

Another thing we are seeing a lot of, primarily in the Environmental Division, are organizations submitting plans for upcoming functions. We are reviewing them and offering feedback, but we are not giving approvals. Such as, if you choose to open or hold a function, these are the guidelines we recommend you follow to keep everyone safe.

As for staffing, we continue to edit schedules based on the needs of the divisions and safety of the employees. Everyone has been adapting very well with the changes.

Presentation and Acceptance of Financial Report

Sheree Zalanka, CFO, presented the financial report through the end of May, we are 50% into the fiscal year. Accounts Receivable is $358,355.46 and Deferred Revenue is $111,174.02. Ending fund balance is $4,813,425.03. Total Revenue is $3,056,410.69, which is 46.9% of budgeted revenue for the year. Total Expenditures are $2,829,733.75, which is 43.8% of budgeted expenditures. Mary Jane Linton moved to accept the Financial Report, seconded by Paige Toth. Motion carried.

Resolutions

None

Review of Department Expenditures

Vivian Goodman moved to pay the bills, seconded by Mary Jane Linton. Motion carried.

Grant Applications and Review

COVID-19 Contact Tracing

The grant assessment tool was provided in the packet for review. The COVID-19 LHD Contact Tracing Grant is a one-time grant agreement to support local health departments in conducting contact tracing. Contact tracing is a critical component of the COVID-19 pandemic response and a key strategy to preventing further spread of COVID-19. To ensure contact tracing is a successful disease control measure, it is important local health departments have the capacity to appropriately implement program activities locally. There was a very quick turnaround so the grant application has been submitted to IDPH for review, but we have not received any feedback so far. Laura Zimmerman moved to accept the grant, seconded by Jan Hack. Motion carried.
Department and Division Reports

Included in packets.

Employee Recognition

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

Old Business

BOH Member Vacancy
Brandi mentioned that she reached out to a DMH representative to see if there was any interest but has not heard back yet. If anyone has a recommendation, please let her or Candace know.

New Business

By-Laws Review
Brandi reminded everyone that the by-laws are to be reviewed annually in June. The by-laws were sent to legal for review and did not have any recommended changes at this time.

Closed Session

No closed session. Will review next meeting.

Adjournment

Mary Jane moved to adjourn, seconded by Vivian Goodman. Meeting adjourned at 5:56p.m.

Respectfully Submitted,

Sandy DeDios, Administrative Assistant II

President: ___________________________

Secretary: ___________________________

Date: _______________________________