

Macon County Board of Health Meeting

**Macon County Health Department
MCHD Main Conference Room
1221 E. Condit Street, Decatur IL 62521
August 18, 2020 at 5:30pm**

Candace Clevenger, Board of Health President, called the meeting to order at 5:34pm.

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 – absent
Dr. Bret Jerger – present/on call
Dr. Venkat Minnaganti - absent
Dr. Janet Patterson – present/on call
Phil Tibbs – absent
Laura Zimmerman - present/on call

Health Department Staff in Attendance

Brandi Binkley, MPA, SHRM-CP, CPHA Public Health Administrator
Evan Trimby, Information Technology Specialist
Sandy DeDios, Administrative Assistant II

Virtual/Microsoft Teams Attendance

Bethany Stapel, MPH, CPHA, Assistant Public Health Administrator
Carol Carlton, RN, BSN, Director of Clinical Nursing Services
Becky Edwards, Director of Starting Point
Marisa Hosier, Director of Health Promotion and Public Relations
Karen Shiflett, RN, BSN, Director of WIC/FCM
Kathy Wade, REHS, RS, LEHP, Director of Environmental Health and Emergency Preparedness
Sheree Zalanka, Chief Financial Officer

Public in Attendance

None

Approval of Agenda Topics

Paige Toth moved to accept the amended agenda, seconded by Vivian Goodman. Roll call. 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

Laura Zimmerman moved to accept the Minutes for July 21, 2020, seconded by Bret Jerger. Roll call. Motion carried.

Laura Zimmerman moved to accept the Special Meeting Minutes July 14, 2020, seconded by Paige Toth. Roll call. Motion carried.

Communications

Board Education

Brandi provided COVID-19 update since previous meeting. Macon County has seen an increase of cases and outbreaks of COVID-19. There has been a lot of questions of where they are originating from and can you pinpoint specific sources? General practice of communicable disease is that we do not tell where each case is from. We can give an idea on what types of things are occurring that lead to outbreaks or increase of cases but are not identifying a location unless there ends up being a public health reason to do so. It is various workplaces, public gatherings, trips that people are taking, so it's across the board. We are definitely seeing community transmission and community spread where you cannot always tell where someone was exposed. So, we will continue to put information out, but will not list specifics. We certainly work with the affected workplaces to make sure they are contacted as quickly as possible during the contact tracing process. To adhere to the privacy and decreased stigmatization and to protect the confidentiality of individuals, we do not list the places that have had positive cases.

Due to the increase of positive cases, we reached out to our county partners to call a press conference. That was held on July 27, 2020. We also asked our city and county officials if there was more they could do with the enforcement side of things, because as we have explained, there has not been a lot of teeth behind the enforcement. There were these preventive measures that were recommended or required, but there was no way to back those up or enforce them. We as a health department have doing our due diligence and following up on those. We have a three-step process that we follow where we do friendly educational phone call, then we do a visit to see if the complaint is founded for non-compliance, then if it is a business that we have jurisdiction or have a license through us, then we would issue a cease and desist order if appropriate. This has been extremely busy and time consuming. There was a change in the administrative rule that gave more enforcement ability to the health departments, boards of health, and other entities. Also, after the city passed its ordinance, they reached out to us to attempt to partner in regard to the complaints they were receiving and enforcement methods they wanted to pursue. They are seeking a partner to do what we are already doing. We reached out to the States Attorney's office to seek guidance on how we should/could proceed before we changed anything with our current processes. We are waiting to hear back from the States Attorney's Office on their recommendations. Depending on what we hear, we are considering hiring a part time staff person to assist with this.

Contact tracing has been incredibly busy with the increased cases and the number of contacts that each of these cases provide. In addition to our nursing staff, we now have a significant amount of other staff trained to do contact tracing to assist with making the calls. This allows our nurses to do the initial case investigation as well as continue to hold TB and vaccination clinics. We are working as quickly as possible to get additional people hired in to help with the case investigations and contact tracing. We have started some part-time and full-time contact tracers and as soon as they can complete their training, they will be able to start making calls very soon.

We have also done some restructuring in the Nursing division with adding some additional positions along with the COVID positions. We are also adding support in Fiscal as well as IT so they can get the help they need with the added duties from the increased staff we are hiring. As we discussed at the last meeting, we are planning on hiring someone for the health equity, diversity, and inclusion position. There are also positions in our other divisions that we had open prior to the pandemic, so we are trying to fill those as well.

Brandi acknowledges the Supervisors for their willingness to go far above and beyond their duties. They rarely see a day off and when they do, they are still answering calls and messages. Brandi also praises the entire staff for their contributions and support. Brandi thanks the board members for making time in their busy schedules to participate in our monthly meetings and expresses how grateful she is for them.

The IDPH mobile unit will be at the Civic Center August 20th-25th to perform COVID-19 testing for the community.

We have put something out to all School Superintendents to ensure them that the health department is available to them as a resource and support. We also stated that the lowest risk option in regard to COVID-19 is virtual. There were rumors that we were mandating virtual learning and that is not true. These rumors have been addressed directly, but Brandi wanted the BOH to be aware, as well.

Candace asked how many tests can be done with the mobile unit. Brandi was unsure but is willing to find out and let her know.

Mary Jane asked if the nursing students would be able to help with contact tracing. Brandi says she is open to that. There is a lot of training involved before being able to make calls. We can never have enough staff and volunteers. Brandi offered to speak in more detail with Mary Jane about this.

Presentation and Acceptance of Financial Report

Sheree Zalanka, CFO, presented the financial report through the end of July, we are 67% into the fiscal year. Accounts Receivable is \$4,231,592.28 and Deferred Revenue is \$710,294.05. Ending fund balance is \$5,067,651.40. Total Revenue is \$4,231,592.28, which is 64.9% of budgeted revenue for the year. Total Expenditures are \$3,937,358.36 which is 61.0% of budgeted expenditures.

Sheree advised that the budget presentation will need to be done at the next county board meeting. So, we will need to schedule a finance meeting with the committee before the next board of health meeting.

Paige Toth moved to accept the Financial Report, seconded by Janet Patterson. Roll call. Motion carried.

Review of Department Expenditures

Laura Zimmerman moved to pay the bills, seconded by Janet Patterson. Roll call. Motion carried.

Grant Applications and Review

None

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.

Candace also thanked all the Division Directors, Bethany, and Brandi for all they have done during this time. Mary Jane added incredible job.

Old Business

Board of Health Member Update

As you know, you approved Susan (Sue) Krows last month. She was very happy to hear that and very quickly completed the board of health member interest form. We submitted to the County on July 29th. Unfortunately, the County Board Chairman (Kevin Greenfield) did not review or approve in time for the August meeting. Brandi notified Sue and hoped that all will go through in September.

Brandi reached out to Kevin Greenfield to see if he could get this through at the September meeting. It is important for us to not have a gap especially during this time.

New Business

None

Resolutions

None

Closed Session

No closed session. Will review next meeting.

Adjournment

Mary Jane Linton moved to adjourn, seconded by Paige Toth. Roll call. Motion carried. Meeting adjourned at 6:00p.m.

Respectfully Submitted,

Sandy DeDios, Administrative Assistant II

President: _____

Secretary: _____

Date: _____