

Macon County Board of Health Meeting

**Macon County Health Department
MCHD Main Conference Room
1221 E. Condit Street, Decatur IL 62521
October 20, 2020 at 5:30pm**

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

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 – absent
Jan Hack – present/on call
Dr. Bret Jerger – present/on call
Dr. Venkat Minnaganti - absent
Dr. Janet Patterson – absent
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
Sheree Zalanka, Chief Financial Officer
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
Brian Wood, Assistant Director of Environmental Health and Emergency Preparedness
LaKeeya Funches – Accounting Assistant

Public in Attendance

None

Approval of Agenda Topics

Paige Toth moved to accept the agenda, seconded by Jan Hack. Roll call. Motion carried.

Public Comment

Public comment was received by email and was read during the meeting by Brandi.

The positivity rate data posted to (10/20) on the Macon County Facebook page is two weeks old does not reflect our recent spike in cases (Though 9% is still over the state warning level)

- 1) What is Macon County's positivity rate figured for last week (Week 42, 10/11-10/18)
- 2) or last 7 days?
- 3) Can the 7-day rolling positivity rate data please be shared daily along with the number of positives? Or at least weekly?
- 4) If not, can you please provide the number of tests daily so citizens can do that work?
- 5) What is the percentage of hospital beds (ICU/Covid) available vs filled for Macon County. The way you report numbers, 5 people could be released, and 5 new people admitted, and the number stays the same. Percentage of beds filled would be good additional metric to have.
- 6) Yesterday a council person mentioned you could see businesses who had been cited for not following guidelines. I can't find that info on the website. Is it available?
- 7) Who are the members of the 'Crisis Communication Team?' When do they meet? What is their role compared to the Health Department? Are they doing enough to mitigate this outbreak?
- 8) What is the plan to mitigate this outbreak?
- 9) How can this information get to the community in a more transparent and timely way?

Approval of Previous Meeting Minutes

Dr. Bret Jerger moved to accept the previous meeting minutes for September 15, 2020, seconded by Laura Zimmerman. Roll call. Motion carried.

Vivian Goodman moved to accept the Finance Committee meeting minutes for September 15, 2020, seconded by Candace Clevenger. Roll call. Motion carried.

Communications

Board Education

COVID-19 Update

Brandi addressed the questions presented during the public comment segment of the meeting. The number of cases is surging in Macon County, as well as the state, and the entire nation. Although it was expected to rise, it is not what any of us want to see and it has a negative impact on the community. Obviously contact tracing has been very busy. As we have mentioned in our other meetings, we have trained staff that is assisting with contact tracing while we hire extra staff to do contact tracing. We have had some turnover with the new staff and trying to retain them, but we are hiring more than what the state requires us to have. The state recommended we hire 33 by November 3rd. We have hired several every week and are getting them trained to relieve our staff that have been working weekends and holidays. We plan to hire more than the 33 as we can use them to perform other duties in addition to contact tracing.

We continue to put out reminders to the public on what they should be doing and not doing to help control the spread of COVID-19 whether it's been through our daily releases, media spots, press conferences, and partnerships with community members. Some people still feel they are not getting enough information or guidance. We have received a lot of positive feedback on social media as well as negativity. So, we continue to put out reminders to the community on when you should be quarantining or isolating.

As far as the questions regarding the positivity rate and number of tests, that information can be found on the website for Illinois Department of Public Health (IDPH). Sometimes their information can be a week or two out, but that is something we have no control over. Before IDPH started reporting positivity rates, we had proactively asked the state to provide us the number of tests issued so that we could figure our own positivity rate and report that a couple of times a week. IDPH is now reporting this information on a more regular basis.

As for the contact tracing and the surge in the number of cases, you can only imagine the number of calls that come with each of these cases. For example, last Friday we had 93 cases and one of those cases provided 50 contact names that we needed to contact. So, this significantly multiplies the number of calls our staff must make. Our staff works hard to get these calls made within the 24-hour period that is recommended. We are doing our best to contact everyone as well as encourage them to notify their contacts that they have tested positive and to start quarantining immediately to try and limit the spread.

Another thing we have heard in the media is that people are saying they have not heard from us yet and they had gotten test results a day or two before. We want to make the public aware that they almost always will receive results before we are notified of your results. So, we cannot begin contacting people until we receive this information. There have been some cases in which the confirmed case that we contact had not received results from where they had been tested and we were the first to advise them that they were positive.

During this pandemic the state has implemented a new web-based contact tracing program that is all done online. There are a lot of great features of this program especially when we have a large team of people that work virtually. It allows us to communicate with each other regarding case information. Since we were the last group to phase into this new program, we are still learning how it all works and has been challenging at times.

The state has notified health departments that they are putting out information at the end of this month that is going to be labeled as compliance with using Salesforce. Administrators are not thrilled about this as it has compliance percentages of what is in Salesforce. So, it is going to appear as if compliance with making calls is much lower than it actually is. Then you have health departments that are 100% compliant with contact tracing, but not 100% implemented with Salesforce yet. Administrators are asking the state to reconsider this type of reporting because it is very deceptive to the general public. The state also plans to report on Twilio compliance which is the phone system used on Salesforce. Twilio does not always work especially in the beginning when it wouldn't work at all. So, we quickly came up with a secondary way to make calls using Microsoft Teams. This system allows each contact tracer to have a phone number assigned to them and gives them the ability to leave a callback number when leaving a voicemail message for the person they are contacting. Unlike Twilio a random phone number is used to call out and the contact does not have the ability to call back the contact tracer. Twilio within Salesforce is a flawed system and compliance reporting could be deceptive.

The question about hospital beds would be something that we encourage the public to ask the hospitals. We cannot speak on behalf of the hospitals. We are a part of the Crisis Communications Team and the Emergency Operations Center, so we do work very closely with them every week in order to make sure we have the capacity to respond locally.

As far as the frequency in which we report, we will report once a day with all of the relevant information that we have. We do our best to get it out as early as we can. As far as how frequently IDPH reports, we do not have any control over that. So, again we encourage the public to ask IDPH.

Another thing that has come up frequently is COVID enforcement. We have discussed this with you in previous board meetings about if and what there is more we can do about this. We follow up with all complaints we receive. There are a lot of entities that are not being compliant, and we address them with due diligence. As we have discussed, COVID enforcement is limited and our power is limited. If you feel you would like to take this in a different direction than what was discussed last month, we would be open for further discussion.

Candace asked if anyone had any questions for Brandi. Laura Zimmerman responded with due to the increase of positive cases, maybe we should consider upping the enforcement mechanism. Businesses may not be happy with the added enforcement, but in the long run, if it will help save their business versus having added mitigation that may cause them to shut down again, then it would be worth it.

Brandi replied that she agrees with Laura and wants to do everything we possibly can, but to be honest, we have issued cease and desist orders, but we also need the backing of other entities in order to make that enforcement stick. It is very difficult with the limitations and litigation involved with the mitigation.

Kathy Wade added that another option we could do, is reach out to other health departments in our region to see how they are handling this. If this is something you would like me to do.

Brandi will send out information via email to the board members and we may need to hold a special meeting if there is something we need to act on.

Presentation and Acceptance of Financial Report

Sheree Zalanka, CFO, presented the financial report through the end of September we are 83% into the fiscal year. Accounts Receivable is \$590,496.89 and Deferred Revenue is \$601,508.54. Ending fund balance is 4,889,755.16. Total Revenue is \$5,137,657.20 which is 59.2% of budgeted revenue for the year. Total Expenditures are \$5,021,319.52 which is 58.5% of budgeted expenditures.

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

Review of Department Expenditures

Laura Zimmerman moved to pay the bills, seconded by Dr. Bret Jerger. Roll call. Motion carried.

Grant Applications and Review

Brandi provided an update to the COVID grant applied for the Dental Clinic Division. Grant funds were approved in the amount of \$100,000.00.

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

Discussion on Popeye's

Brandi and Kathy followed up on discussion held at the last board meeting. Kathy reached out to health departments in region 6 to see how their ordinances were written regarding a facility having a license revoked. Although it appears, we have been the first to follow through with a revocation, all of them indicated that their ordinances stated that they would permanently revoke. This means that the business could not reapply for a license. When a health permit is issued, we are giving permission to a facility to handle and serve safe food to the public. We did this with Popeye's on several occasions, but the operator did not demonstrate safe and sanitary practices. Kathy offered some ideas on possible ideas should the board decide to allow Popeye's to reapply for another permit.

Candace asked if anyone had any comments or questions. Laura stated that she likes the idea if a facility loses their liquor license, they must wait 1 year to reapply for a new license. But with Popeye's, they constantly did not do what they said they were going to do. So, I am still on the fence on what to do. Kathy replied that even though our ordinance does not specify a wait time of 1 year to reapply, we could amend the ordinance if the board wanted to consider that.

Brandi added that it is important to have a plan moving forward as there will be a possibility of having more of this in the future. Unfortunately, there are some businesses that continue not to be compliant. Obviously, we have a commitment to the community to keep everyone safe. With speaking to legal, they said that the board made a decision at the hearing and are under no obligation to take any further action. Popeye's continue to call frequently and were advised that we would discuss at this meeting.

Candace stated that she likes the idea of coming up with a plan for a business to be able to reapply for a permit. Theoretically a business could try and open a business under another name and apply for a license. It just seems like cutting off all privileges with no recourse forever.

New Business

Discussion Regarding Gabby's and Next Steps

Kathy provided information and stated that Gabby's was closed last week due to a severe cockroach infestation throughout the entire building. This will be the third time we have closed them for cockroaches alone. Brandi received a letter from Gabby's today. Kathy and Brian strongly feel this request is more of a corrective action plan and not necessarily a request for a hearing. We made the owner aware that he would have to request a hearing since this was the third closure within a year. He should have been informed of this after the second closure, but like Popeye's we tried to work with him. So, I am going to assume since he reached out to us in writing that he would like to request a hearing. Brandi added that they wanted to keep the board informed on the possibility of a hearing.

Appointment to Nominating Committee

Brandi stated that we have a spot to fill on the nominating committee and asked if there was anyone who would like to volunteer to be on this committee. The duties of this committee are to nominate a slate of officers for election in October every year then a vote is taken at the November board meeting. They also advise the board of filling any officer vacancies and make a recommendation on who they would like to fill the vacancy.

Candace asked if there was anyone who could not be on nominating committee. Brandi replied that the President could not be on this committee. Paige Toth volunteered to be on the nominating committee.

Roll call vote taken. Paige Toth approved for nominating committee.

Nominating Committee Presentation of Slate of Officers for November Election

Brandi announced the current officers and their eligibility. As there is a term limit of three years for all officers. The nominating committee recommended that all officers remain in their current positions if they are able and are voted in to remain.

Candance Clevenger – President (term ends April 2021)

Vivian Goodman – Vice-President (eligible for re-election)

Mary Jane Linton – Treasurer (eligible for re-election)

Paige Toth – Secretary (term ends December 2020)

The nominating committee is requesting a volunteer or nomination for someone to fill the role of Secretary. Vote will take place at November meeting.

Macon County Board Resolution Approving Master Services Agreement for Healthworks Medical Case Management with Meridian Health Plan of Illinois, Inc. D/B/A Youthcare

Brandi referred to the resolution last month regarding Healthworks Lead Agency and Healthworks Medical Case Management. These two agencies were being transitioned to a managed care agency. It was determined that if proper funding was available that we would seek approval for the services agreement with Youthcare. After working through the details, we decided that adequate funding would be provided for these services.

Paige moved to accept the Master Services Agreement with Meridian (Youthcare), seconded by Jan Hack. Roll call. Motion carried.

Closed Session

No closed session. Will review next meeting.

Adjournment

Paige Toth moved to adjourn, seconded by Jan Hack. Roll call. Motion carried.

Respectfully submitted,

Sandy DeDios
Administrative Assistant II

President: _____

Secretary: _____

Date: _____