

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

**Macon County Health Department  
MCHD Main Conference Room  
1221 E. Condit Street, Decatur IL 62521  
December 15, 2020 at 5:30pm**

Paige Toth, Board of Health President, called the meeting to order at 5:33pm.

### **Roll Call**

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

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

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

### **Virtual/Microsoft Teams Staff Attendance**

Sheree Zalanka, Chief Financial Officer  
Shannon Anderson, RN, BSN, Clinical Nursing Services Clinic Coordinator  
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

### **Public in Attendance**

None

### **Approval of Agenda Topics**

Vivian Goodman moved to accept the agenda, seconded by Phil Tibbs. Roll call. Motion carried.

## **Public Comment**

There were no public in attendance, and 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 previous meeting minutes for November 17, 2020, seconded by Jan Hack. Roll call. Motion carried.

## **Communications**

### ***Board Education***

#### COVID-19 Update

Brandi spoke that the number of positive cases has been declining as well as the positivity rate. Last month the rate was over 18% and as of today it is 6.6%. Some other areas are seeing a decline as well. This could be for a lot of different reasons. There are still hospitalizations and all need to be mindful of that and to be sure community is not burdening the healthcare system.

The MCHD will be putting out some information to the public regarding the numbers and that this could be a hopeful sign that the community is following the mitigation measures.

As the BOH may have seen, Macon County was part of the 50 to receive the first shipment of vaccine from Pfizer, because of the death rate here. Of course, nobody wants that death rate and Macon County has lost a lot of very important people in our community. But because of that, Macon County will be part of the group of 50 to receive that this week.

The MCHD has spent years preparing for a mass vaccination clinic. MCHD has been in communication with the healthcare system and law enforcement to ensure everyone is prepared and ready to go. Brandi stated she feels very confident in the team here at the health department. Everything the team has done to ensure that the plan is updated and reflective of what IDPH is requiring. There are several phases. The MCHD will be following the ACIP guidance as far as whom is vaccinated and in what phase. This could be confusing to the general public, so Brandi stated that the BOH could help advocate while it is decided whom gets vaccinated and in what phase. It will take several months to get everyone vaccinated as it will require two shots 21-28 days apart. So, people should continue to social distance, wear a mask and take preventive measures even while people are being vaccinated.

In communications, the MCHD is doing some advertising specific to masking, social distancing, as well as vaccination education and promotion. One thing the MCHD is doing is asking community leaders, partners, board members, and staff to do a short video on why they are choosing to be vaccinated. Brandi stated that if any BOH members are interested in doing this to please reach out to her or Marisa, Director of Health Promotion and Public Relations.

The BOH and MCHD staff have talked a lot about enforcement in the time of COVID with mitigation measures. Ms. Binkley stated that last month, MCHD staff received direction from the BOH to follow steps in addition to the process already being followed for months. Then if/when necessary, the MCHD will suspend food permits if a risk was presented. Ms. Binkley stated that the MCHD has issued several cease-and-desist orders and may have been the deciding factor for restaurant establishments to become compliant when they have not been for a significant amount of time. The MCHD did end up having to suspend one food permit because after issuing a cease-and-desist order, there was still no compliance and a definite risk presented. After the closure, the establishment submitted a corrective action plan to reopen. They became compliant and were granted a food permit and allowed to reopen.

Ms. Binkley stated that many people did not like the MCHD's processes, but the MCHD's priority is public health and protecting our community. Also, at the last county board meeting there was public comment specific to this stating that someone felt the MCHD overstepped what was appropriate for the MCHD to be doing.

Brandi stated that if any BOH members receive any calls about this, she just wanted the BOH to know about it. Ms. Binkley stated that she also appreciated that Dr. Laura Zimmerman spoke to the Macon County Board on how the MCHD came to the decision and was grateful for that. Dr. Zimmerman reflected on how difficult a decision it was to make, and expressed that the Board of Health took it very seriously and that all the BOH and MCHD are trying to save lives.

Brandi thanked staff for their hard work and great attitudes after dealing with this for so many months. Even after the attacks and negativity some have experienced from the public on social media and phone calls. Brandi stated that she could not be more proud of the team at MCHD. Brandi wanted to thank the board for their continued support, advocating for the health department, guiding us through some difficult decisions.

Brandi shared the Authority of Board of Health and Public Health Administrator (included in packet). This reflects the authority that the Administrator has and what authority would be on behalf of the Board of Health.

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

Sheree Zalanka, CFO, presented the financial report through the end of November we are 100% into the fiscal year. Accounts Receivable is \$726,667.43 and Deferred Revenue is \$303,639.72. Ending fund balance is 5,219,793.77. Total Revenue is \$6,887,809.96 which is 79.4% of budgeted revenue for the year. Total Expenditures are \$6,441,433.67 which is 75% of budgeted expenditures.

Sheree stated that this was not the complete figures as invoices are still coming in for November. Once that is finalized, I will come back with another report. Paige asked if the board should still vote on the financials presented. Sheree replied yes, they should.

Dr. Bret Jerger moved to accept the Financial Report, seconded by Sue Krows. Roll call. Motion carried.

### **Review of Department Expenditures**

Sue Krows moved to pay the bills, seconded by Laura Zimmerman. Roll call. Motion carried.

### **Grant Applications and Review**

None

### **Department and Division Reports**

Included in packets. Brandi added that she hopes the board is reviewing the division reports as there is a lot more going on throughout the health department in addition to COVID. Brandi stated that MCHD staff and leadership team are certainly handling a lot of other things. Brandi stated that the MCHD has continued services in adaptive format prior to the pandemic with exception to the STI clinic. Brandi stated that staff hope to have that back in service soon.

## **Employee Recognition**

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

## **Old Business**

### ***Enforcement of COVID-19 Public Health Guidance***

Brandi mentioned there was nothing further to add since last month. It was added to the agenda in the event anything transpired prior to the meeting. The Environmental team continues to check on all complaints. Most establishments have become compliant. The MCHD does have some limitations when it comes to the safety and security when going out on those complaints. If there is a situation where MCHD staff feel someone is needed to go with them, the MCHD team aims to have an officer with them. Unfortunately, MCHD staff do not have that every time. MCHD staff are doing our best to work through this as the safety of our staff is of the upmost importance.

### ***Update Regarding Gabby's Hearing***

The MCHD did have to rescind the revocation for Gabby's because staff and the BOH were unable to obtain a quorum to have that hearing. The MCHD did have a plan in place to ensure they are compliant, safe, etc.

### ***Follow-Up on Election of Officers***

Paige has accepted the President position and Phil Tibbs was voted in as Secretary last month. Vivian remains Vice-President and Mary Jane as Treasurer.

## **New Business**

### ***Recruitment of Board of Health Members***

Brandi indicated that three board members term will expire in May 2021. She prefers not to wait until then to know if those members will decide to remain on the board or if they need to start looking for a replacement. Candace has decided not to remain on the board, so the BOH will need to find a replacement.

### ***Appointments to Committees***

Brandi stated that every December we do appointments to committees. The following committees consist of:

#### **Finance**

Candace  
Vivian  
Mary Jane

#### **Nominating**

Dr. Minnaganti (replacing Paige)  
Jan  
Laura

#### **Personnel**

Candace  
Vivian  
Mary Jane  
Paige

#### **By-Laws**

Dr. Minnaganti  
Paige  
Laura

Dr. Bret Jerger moved to accept the appointment of committees, seconded by Phil Tibbs. Roll call. Motion carried.

### **Closed Session**

At 6:03 p.m., Phil Tibbs moved to go into *Closed Session pursuant to Section 2.06(d) of the Open Meetings Act to Review Closed Meeting Minutes*, seconded by Laura Zimmerman. Roll call. Motion carried.

Kathy Wade wanted to make a comment before the board entered closed session. She stated that she speaks on behalf of all the Supervisors and wanted the board to know what great leaders the MCHD has with Brandi and Bethany. Ms. Wade said that they have been strong, influential women who have pushed all of their team to strive to do their best. Ms. Wade wanted to make sure they were recognized as much as they always recognize their staff. Ms. Wade thanked them for holding everyone up when they are about to fall down.

### **Reopen Meeting**

At 6:27 p.m., Phil Tibbs moved to return to open session, seconded by Jan Hack. Roll call. Motion carried.

Jan Hack moved to keep the closed minutes for February 16, 2010, April 19, 2016, April 20, 2010, May 15, 2018, July 19, 2016, July 30, 2010, August 16, 2016, August 20, 2019, September 17, 2019, October 18, 2016, and November 15, 2016 closed, seconded by Vivian Goodman. Roll call. Motion carried.

### **Adjournment**

Laura Zimmerman moved to adjourn, seconded by Vivian Goodman. Roll call. Motion carried. Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Sandy DeDios  
Administrative Assistant II

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

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

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

