

Macon County Board of Health Meeting

May 19, 2020

MCHD Main Conf. Room - Virtual Meeting in Response to the COVID-19 Pandemic
(Governor's Executive Order 3/16/2020 Loosened OMA)

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

Roll Call

Candace Clevenger, President – present/on call
Vivian Goodman, Vice President – present/on call
Paige Toth, Secretary – absent
Mary Jane Linton, Treasurer – present/on call
Jan Hack – present/on call
Carol Hendrian – absent
Dr. Bret Jerger – present/on call
Dr. Venkat Minnaganti – absent
Dr. Janet Patterson- present/on call
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
Sandy DeDios, Administrative Assistant II

Virtual/Microsoft Teams Attendance

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

Mary Jane Linton, moved to accept the agenda, seconded by Laura Zimmerman. Motion carried.

Public Comment

None – No citizen remarks were received via email prior to the deadline for this meeting.

Approval of Previous Meeting Minutes

Laura Zimmerman, moved to accept the Minutes, seconded by Phil Tibbs. Motion carried.

Communications

Board Education

Brandi provided a COVID-19 update regarding work being performed throughout the health department. The Nursing Division has been very busy with contact tracing. Our health department has a very strong contact tracing program in place at all times. Not only for COVID-19 cases, but all communicable diseases. We have increased the number of trained staff to perform contact tracing in the event more help is needed.

At the Governor's press briefing on May 18, 2020, he and Dr. Ngozi Ezike went into a lot of detail about contact tracing and working with the local health departments. Discussion is being held on how to structure contact tracing throughout the state. The Governor expects there will be a grant available, so when we know more about that, we will bring that information to the board. IDPH sent out a survey to the health department and had to be returned the following day. They were asking about our current staffing, how much and how quickly we could grow our capacity, and how much funding we would need. Given the short turnaround time that the survey had to be submitted, we did the best we could to come up with a dollar figure. Brandi submitted a number higher than she anticipates receiving but hopes to receive something in addition to the COVID Crisis grant that we spoke of last month. We have never stopped offering services since the pandemic started, we have just had to edit the way we offer them.

The health department has been taking proactive measures and promoting them throughout the community. One thing we did do proactively when sending staff to long-term care facilities was to make sure they were being as safe as possible. It is very important that we support these facilities through guidance, communication, and PPE supplies.

IDPH eventually wants to provide testing for all long-term residents and staff in Illinois. Any facilities locally we have been able to put them in contact with either IDPH, Crossing, or SIU to obtain testing.

We have been adhering to the executive order from the Governor and IDPH for Restore Illinois. Brandi says the community has been supportive with the gradual and safe re-opening of businesses. The health department is working on guidelines for restaurants and businesses for the next phase, if IDPH does not implement specific guidelines for phase 4. We also have steps in place for those businesses that choose not to be compliant under the guidance of the States' Attorney's Office.

There was a business that we served a cease and desist order and immediately notified IDPH. For local law enforcement or the State Police to get involved, there must be a court order and IDPH must be the one to request that. We continue to be very diligent with following our procedures, but we do not have the ability to enforce the closure of a business who chooses to violate the Governor's order.

Division Directors continue to make the necessary adjustments to staffing in order to keep everyone safe. We are following all the recommended guidelines within our facility to accommodate staff and clients. This includes asking staff to work remotely when possible, rotate staff if possible, wearing face coverings, social distancing, and screening staff and visitors.

We did furlough 4 employees and have recall dates. They have been able to draw unemployment while they are off. Although this was very limited, we felt it was the most fiscally and ethical thing to do. We were able to work out to continue paying the employer portion of their medical insurance as this is so important to have especially during this pandemic.

Presentation and Acceptance of Financial Report

Sheree Zalanka, CFO, presented the financial report through the end of April, we are 42% into the fiscal year. Accounts Receivable is \$493,292.38 and Deferred Revenue is \$59,536.48. Ending fund balance is \$4,815,801.41. Total Revenue is \$2,653,312.03, which is 40.7% of budgeted revenue for the year. Total Expenditures are \$2,424,258.71, which is 37.6% of budgeted expenditures.

Mary Jane Linton, moved to accept the Financial Report, seconded by Laura Zimmerman. Motion carried.

Resolutions

None

Review of Department Expenditures

Phil Tibbs, moved to pay the bills, seconded by Mary Jane Linton. Motion carried.

Grant Applications and Review

None

Department and Division Reports

Included in packets

Brandi wanted to say how grateful she is for all the Division Directors and their teams. She also mentioned that the WIC division will begin EBT training May 20-22 to prepare to go live on May 26th. Karen and her team have worked very hard to plan for this transition along with IT and Administration. The public has been notified that the WIC department will be closed during this training period.

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 extended appreciation to Carol Hendrian and thanked her for her time to serve on the Board of Health.

Brandi asked the board if they hear of anyone who might be interested in filling this vacancy to let her know. There may be some interest from DMH to have a replacement for Carol as she represented DMH while serving on the board.

Nominating Committee Review

Candace stated that the committee reviewed the attendance records of all board members. Laura reported that overall there has been good attendance from all members. The committee recommended no changes with the current board members at this time.

Laura Zimmerman moved to continue with board members as currently exists, seconded by Mary Jane Linton. Motion carried.

New Business

None

Closed Session

Review next meeting

Adjournment

Laura Zimmerman moved to adjourn, seconded by Phil Tibbs. Meeting adjourned at 6:05p.m.

Respectfully Submitted,

Sandy DeDios, Administrative Assistant II

President: _____

Secretary: _____

Date: _____