

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held Tuesday, January 21, 2020, in the third floor conference room of the St. Clair County Health Department, 19 Public Square, Suite 150, Belleville, Illinois.

Members Present: John West, President; Dr. Tracey Biermann; William Kreeb; Dr. Leo Dumstorff; Barbara Thomas and Dr. Julie Wittenauer.

Members Excused: Dr. Kelly Wood, Cindy Thompson, President-Elect.

Others Present: Barb Hohlt, Executive Director; Marsha Wild, Director of Infectious Disease; Sharon Valentine, Director of Environmental Programs; Kathy Weisenstein, Director of Public Health; Brenda Fedak, Organizational Communication Manager (OCM). Guest: Simone Thomas.

PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

CALL TO ORDER

Mr. West called the meeting to order at 6:30 p.m.

Mr. West opened the meeting to public comment as required under the Open Meetings Act.

The Executive Director introduced Simone Thomas, a Nursing Doctoral Candidate from McKendree University, attending the Board of Health meeting as a requirement for her degree. The Executive Director invited Ms. Thomas to tell the Board about herself.

All members present received via email, United States Postal service, or handout at the meeting, a Board packet containing: the agenda, minutes to the previous Board meeting, Division Directors' Reports, the Finance/Personnel Committee Report, statistical report, and various financial reports including the payment register, balance sheet and budget to actual reports on detailed income and expenditures, Committee and Liaison Appointments and Board of Health member contact list. Copies of these documents were available at the meeting.

MINUTES

Mr. Kreeb moved and Dr. Dumstorff seconded a motion to accept the minutes of the Regular Meeting for Board of Health held on December 17, 2019. The motion carried unanimously.

PRESIDENTS REPORT

Mr. West began the President's report by stating the Senior Managers have reviewed the 2019 Employee of the Quarter recipients and have recommended that Gary Gasawski be selected as the 2019 Employee of the Year. Mr. Gasawski is the HIV Benefits Coordinator and has been with the St. Clair County Health Department (SCCHD) since March 20, 2017. In the words of

his Supervisor, Gary is always willing to help anyone, clients or co-workers, with anything regardless of the day or time. Mr. West asked for a motion to approve Mr. Gasawski as 2019 Employee of the Year. Dr. Biermann moved and Mr. Kreeb seconded. The motion carried unanimously.

Mr. West informed the Board Members that he has outlined the 2020 committee and liaison appointments. Members were asked to review and ask any questions they may have.

Concluding the President's report, Mr. West reported the Board of Directors contact information was updated and handed out. Members were asked to review and report any discrepancies.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director noted that the Director of Administration Jan Nevois was on vacation this week. The Executive Director also informed the Board that the Annual Report will be presented for review and approval during the February Board Health meeting.

Concluding, the Executive Director reported attending the Belleville Chamber's Issues and Eggs presentation on January 15, 2020, highlighting "Changes Effecting Illinois in 2020". The minimum wage issue and the effects in downstate Illinois were discussed.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Dr. Dumstorff began by reporting the expense claims processed since the December Board of Health meeting reflects the usual and customary transactions by the Department. The Executive Director has reviewed the expense documentation and recommends Board approval of the expense claims. Mr. Kreeb moved and Dr. Biermann seconded the motion to approve the expense claims. The motion carried unanimously.

Dr. Dumstorff continued with a funding request from the Healthier Together Work Group Expenditures. The Executive Director is requesting approval to pay up to \$2,500 on behalf of the Healthier Together Chronic Disease Workgroup for fruit and vegetable vouchers at the local Farmers Markets on Lebanon Avenue and North Belt West in Belleville. Vouchers will be issued to low-income families in \$10/\$20 increments and collected monthly from each store and paid in accordance with the amount of vouchers actually submitted. These expenditures are part of the FY20 budget of \$50,000 to support the Healthier Together initiative and this project was also approved by their Council of Partners. Mr. Kreeb moved and Dr. Biermann seconded the motion to approve the expense claims. The motion carried unanimously.

Furthermore, Dr. Dumstorff reported The Executive Director and Director of Administration have conducted the annual review of the Department's Cost Allocation Plan, which outlines the allocation of indirect costs utilizing a multiple-allocation based method. No changes are recommended at this time.

Dr. Dumstorff concluded with the following employee status updates:

1. Ms. Madison Martin-Giacalone with the Environmental Programs Division under the AmeriCorps service contract December 20, 2019.
2. Ms. Shannon Melton, HIV Retention Coordinator, resigned her position in the Infectious Disease Prevention Division effective December 20, 2019.
3. Mr. Raymond Otero accepted the Inspector I position in the Environmental Programs Division effective January 8, 2020.
4. The Health Department currently is seeking to fill:
 - a. Nursing Manager Position for the Infectious Disease Prevention Division.
 - b. HIV Peer Outreach Worker (part-time less than 600 hours) position for the Infectious Disease Prevention Division.
 - c. Volunteer Coordinator for Medical Reserve Corp. (part-time) for the Infectious Disease Prevention Division.

Division Updates

The Executive Director, on behalf of the Director of Administration, reviewed the financial statements that were included in the Board packet, along with the Year-to-Date Revenue and Expenditure graphs handed out before the meeting, as well as, reviewed the Administrative Division's report. The Director of Infectious Disease Prevention, the Director of Environmental Programs and the Director for Personal Health reviewed their respective Division's activities. The Director of Environmental Programs referred to a hand out for Self Evaluation they were using during the update.

LIAISON REPORTS

Health Care Commission

The Executive Director reported the Health Care Commission met on January 14, 2020 and that workgroups updated current projects. Mark Peters gave an update on Healthier Together spend downs. SCCHD will enter into an agreement with Chestnut to distribute \$6,000 worth NARCAN, which SCCHD received through the Local Health Protection Grant.

Willard C. Scrivner Foundation

The Executive Director reported that the Willard Scrivner Foundation scholarship applications are ready to be sent out. The next meeting will be held on February 11th and that the Annual Report will be presented at the February meeting. The Executive Director also reported that the Annual Scrivner Trivia will be held on March 27th at the Swansea Moose Lodge.

Illinois Public Health Association (IPHA)

The Executive Director reported the IPHA has made available the ability for local Health Departments to distribute Free Flu Shots. The SCCHD will review participation based on current flu shot activity.

Medical Society

Dr. Wittenauer reported on a study about Ultra Processed Foods and a link to higher than average type 2 diabetes in the Journal of the American Medical Association (JAMA) and an article about insecticides and pesticides – specifically pyrethroids and concerns with cancer.

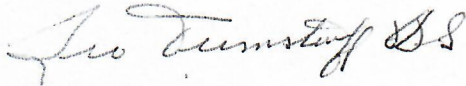
Social Services

Mr. Kreeb reported the Dusk-To-Dawn “drop-in” facility at 3700 State Street is averaging 35 people nightly and that 25% are referrals from St. Elizabeth’s Hospital in O’Fallon.

ADJOURNMENT

The meeting adjourned at 7:40 p.m.

Respectfully submitted,



Dr. Leo Dumstorff
Acting Secretary