

TAZEWELL COUNTY BOARD OF HEALTH  
Minutes of Meeting  
June 22, 2009

Members Present: Chuck Bowen, Gary Burton, Bill Ebert, Peggy Flannigan, Mike Harris, Rich Karneboge and Dr. Jerry Stonecipher.

Staff present: Amy Tippey, Janet Johnson and Sarah Fenton.

Members Absent: Dr. Bill Edwards, Dr. Erika Hunter, Dr. Jami Walsh and Tom Wojtas.

President Chuck Bowen called the scheduled monthly Board of Health meeting to order at 6:30 p.m. in the Health Center, Tremont.

Motion to approve the monthly minutes for May 18, 2009 by member Flannigan; seconded by member Burton; motion carried.

Agenda changes: None.

Handouts: Current immunization prices from Jean Bellisario of Peoria City/County Health Department, Multi-County Press Conference media release, draft copy of Workforce Reduction Policy and TCHD Annual Report 2008.

**Reports:**

**Item 1: Financial Situation (-699,000)-** Administrator Tippey updated members on current status of department. State was behind almost 700,000 in payments for grant deliverables already completed. The DHS contract was received, signed and returned with the major grants of Family Case Management, WIC and Strategic Prevention Framework doing well. At this time the department no longer has funding for Teen Reach (\$216,000) Healthworks (\$18,000), Teen Parent Services (\$50,000) and Teen Pregnancy Prevention (\$30,000). A vague letter was also received from Public Health stating there would be a fifty percent reduction in all grants and a proposal to eliminate Local Health Protection (\$226,000). No information had been received relating to Tobacco or Illinois Breast Cervical Cancer Programs.

A press conference would be held on Tuesday June 23<sup>rd</sup> at Peoria City/County to address the losses and impact of the funding cuts to the above programs. Staff at the health department has been kept updated on the situation and Director Tippey would continue to do so. Directors of the affected programs are working closely with Administration to prepare for the outcome once official contracts are completed. Board members gave Director Tippey the latitude to do what she feels appropriate with cutbacks, shifting, layoffs or other measures to compensate for the shortfalls.

**Item 2: TCHD EOP/CDC Scores-** Administrator Tippey reminded members that the Emergency Operations Plan was approved back in February 2009 and requested the board have a general overview of the basic plan as well as the Strategic National Stockpile plan and the Mass Immunization plan.

Requested members divide up process, review the documents and report back to the entire group the main contents of the plans. Members held discussion and understood importance of being knowledgeable and informed. Members Bowen, Flannigan and Karneboge would work on this with flashdrive copies being sent to them as soon as possible for review. Members will summarize and report back to entire board at a later date.

**Action:**

**Item 1: Clinic Fees-** Director Fenton explained need for immunization fee increases due to staff costs and increase in vaccine prices. Analysis was done and presented with comparison to PC/CHD fee schedule. Member Stonecipher moved to approve the presented fee increases effective July 1, 2009, 2<sup>nd</sup> member Karneboge; motion carried.

**Item 2: Stipend for Internet/E-mail Service (\$30)-** Administrator Tippey requested approval for a stipend to be paid to the two staff members required to be reached twenty-four hours a day by phone and email for their costs. The amount requested was thirty dollars a month, starting in May 2009. Member Stonecipher moved to approve the monthly stipend for two staff members as presented, 2<sup>nd</sup> member Flannigan; motion carried.

**Item 3: Air Conditioners (emergency purchase of \$6500)-** The board was informed that two new air-conditioning units needed to be purchased prior to this meeting to continue department functions. The units replaced were original and the new units were fitted to the existing units, knowing they would be replaced sometime in the future. This leaves the department with another two original air units and all original furnaces from the original build. Member Stonecipher moved to approve the expense of \$6,500 and the additional \$2,600 for the adjustment of the units, the service call and installation. Member Flannigan seconded; motion carried.

**Item 4: BOH Officer Election-** Nominations were open for election of officials to serve effective July 2009. Member Bowen nominated for continuation as president. Member Stonecipher moved to approve the nomination of member Bowen as President, 2<sup>nd</sup> member Ebert; motion carried. Member Harris nominated for continuation as vice-president. Member Burton moved to approve the nomination of member Harris as vice-president, 2<sup>nd</sup> member Stonecipher; motion carried. Member Ebert nominated for continuation as secretary. Member Stonecipher moved to approve the nomination of member Ebert as Secretary, 2<sup>nd</sup> member Burton; motion carried. Existing officers would maintain their appointments from July 2009 through June 2010.

**Item 5: Per Diem Rates-** Information was presented to the board from the memo of David Jones, County Administrator, of the new website being used by the county for per diem rates. The site, [www.gsa.gov](http://www.gsa.gov), could be used for set rates for meal reimbursements in any city, any state. Member Stonecipher moved to approve the procedure of following the County policy for per diem reimbursements, 2<sup>nd</sup> member Karneboge, motion carried.

**Item 6: ISP Roadside Sobriety Checks (\$11,880)-** The board was informed of the two previous roadside sobriety checks the department funded as part of the required State Prevention Framework Initiative Grant deliverables. Administrator Tippey would provide a report of citations issued from these checkpoints at the next meeting. Member Ebert moved to approve an additional contracted roadside

sobriety check with the Illinois State Police with additional grant dollars that were awarded in June and needing to be spent by end of June 2009, 2<sup>nd</sup> member Flannigan; motion carried.

**Item 7: Storm Shelters-** Discussion of the storm shelters by the Property Committee prompted an official motion by the Board of Health to give direction to the committee. Member Harris moved to destroy or remove the existing storm shelters owned by the department on the County's land with guidance and direction from the Property Committee, 2<sup>nd</sup> member Stonecipher. On voice vote: Bowen-yes, Burton-yes, Ebert-yes, Flannigan-yes, Harris-yes, Karneboge-yes, and Stonecipher-yes. Results: 7-yes, 0-no, 4-Absent; motion carried.

**Item 8: Approve Invoices and Bills for June-** Member Ebert reviewed invoices and moved to approve payments for the month of May in the amount of \$29,148.06, 2<sup>nd</sup> Member Stonecipher. Results 7-yes, 0-no, 4 absent; motion carried. Member Ebert moved to approve payment for June invoices in the amount of \$178,858.03, 2<sup>nd</sup> Member Burton. . Results 7-yes, 0-no, 4 absent; motion carried.

**Discussion:** Revised Time off request forms were discussed relating to Vacation requests. With the pending H1N1 mass vaccination later this year, Administrator Tippey wanted staff to be fully aware that approved time off could be rescinded or postponed due to business needs and staffing requirements.

Member Stonecipher moved to enter executive session for Personnel, 5ILCS 120/2(c)(1) at 8:05, 2<sup>nd</sup> Member Flannigan; motion carried on voice vote.

Exit Executive Session at 8:38 p.m.

**Announcements:**

Next scheduled meeting would be on July 27, 2009 at 6:30 pm.

Member Harris moved to adjourn at 8:46 pm, seconded by Member Burton; motion carried.

Respectfully submitted,

*Janet S. Johnson*

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Business Operations Director