



TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
February 28, 2022

Members Present: Bill Atkins, Gary Burton, Steven Dickey (arrived 6:46), David Dingledine, Peggy Flannigan, Rich Karneboge, Sarah Koscica, Tricia Larson, and Adam Sturdavant.

Members Absent: Lynne Johnson and Bobbi Mullis.

Staff Present: Amy Fox, Karla Burress, and Amanda Marcanio.

Vice-President Flannigan called the scheduled BOH meeting to order at 6:30pm, in absence of President Mullis. Meeting location in the Board Room, Tremont. There were no Public Comments.

Motion by Member Burton to approve the December 6, 2021, minutes as mailed, **second by Member Karneboge. Motion carried by voice vote. Motion by Member Dingledine** to approve the January 24, 22 minutes as mailed, **second by Member Karneboge. Motion carried by voice vote.**

Agenda changes: Administrator's Evaluation Removed.

Handouts: Objectives and Activities for Overdose Grant.

Reports-

Item 1. Finance Report-a. County Conversion of Accounts/Abila MIP Update- Administrator Fox pointed out the County auditor, finance Director, and finance chair have been asked about how to adjust the budgets due to additional funding/expenses as well as how to proceed with transfers. Budget will either need to be reopened or have a process to amend current lines. The finance committee did discuss a process being put in place for transfers, but it hasn't been passed yet. There are discrepancies between the budget book and the accounting system. Member Atkins stated the budget being amended requires a county super majority for voting and there is concern with the process that if opened, could cause other topics to be brought up and interfere with process. The department would not be changing the 500 Fund that has County Funds, it would be the 501 Grant fund to allow for grant additions within the year that were not apparent at time of the budget process.

Item 1. Finance Report-b. New Grants Update-Overdose Grant Presentation- Administrator Fox introduced Amanda Marcanio, Epidemiologist, who has been at department for two-plus years. She worked on writing the Overdose Surveillance and Response grant and came to present the grant objectives. She gave an overview of the grant that was awarded in the amount of \$62,500 federal funds for the term of 9/1/21-8/31/22. (Member Dickey arrived at 6:46pm). This grant wasn't put in original budget for FY22 due to application and award timeframe. The grant was issued to ten entities, and the funding may be a 3-year continuation. Tazewell County is 15th in the State for emergency department opioid overdoses according to the data provided by the grant funders for 2020, placing us in the higher priority area for funding.

Item 1. Finance Report-c. Program Implementation and Planning Team (PIPT)- Administrator Fox informed the board there is a new team of staff working together to discuss notices of funding opportunities with directors, appropriate staff, and business operations. The team since December, has taken six grants through this process. To date, the department has received the Overdose Grant, will be receiving the Increasing Women's Wellness Visits Community Grant (IWWVC), three additional covid grants – Mass Vaccination, Covid Crisis, Covid Response grant, and the AOK Network grant is going to a regional process this year. Hopes are that this process improves the launch of funding opportunities with all included who need to be in the process and improve collaboration.

Item 2. Covid 19 Update- Administrator Fox shared the last daily meeting on numbers reporting was today and will discontinue unless there is a need to resume. The department will start to offer Shield PCR testing in the community at two different locations: the EP Festival building on Tuesdays and Thursdays from 9am-noon and in Pekin at the 1st

Nazarene Church on Mondays and Fridays from 9am-noon. Our contact tracers will be involved in this service. There is still outbreak investigations going on, we have 15 in various locations, mostly LTC sites. There is a new alert system that utilizes the colors green, yellow, and red for low, medium, and high from the CDC to report on County levels. Tazewell is currently in the yellow range.

Item 3. Community Health Assessment & Current Improvement Plan Update- Administrator Fox stated the process is continuing. The primary health data is completed. Contractors are being aligned to do some of the assessments. Sarah Donahue from the UofI College of Medicine in Peoria will be working with the region as part of her master's program requirements.

Item 4. Public Health Week- Administrator Fox pointed out page 18 in the packet for the weeks plan. The tri-county area will work to put stories out during the week to the public highlighting work in the communities.

Discussion-

Item 1. CMS Rule and Mandatory Covid Vaccinations-Forms for declaration- Administrator Fox shared news that the department is assigned a PTAN (Provider Transaction Access Number), not a CMS certified number. Therefore, the rule to require covid vaccinations for employees does not apply to the health department at this time. The directors discuss this and plan to proceed with having staff declare a medical or religious exemption if they aren't vaccinated, but not be required to vaccinate. It was also discussed that even TCHD staff are not fully up to date on the vaccines and their FDA approval, we need to continue to educate our staff as well as the public. The forms were provided, similar to last month, for members to provide their input. Members discussed and agreed that education would be beneficial and should be provided to all staff. Those not vaccinated will need to continue to wear face coverings and have a weekly test conducted. Managers will do testing in an hour window on Fridays. Management also spoke of immunization requirements for staff to be hired. Discussion concluded with treating covid similarly to flu: requiring vaccine or declaration (forms are still in draft status), and mask wearing required if not vaccinated during the flu season and covid at all times until changed. We need to educate our staff in the way we educate the public and not assume they know.

Item 2. Employee Evaluation, Merit, Benefits and Compensation- Administrator Fox provided an updated that the County hasn't made any progress. She met with the interim County Administrator, the Human Resources Chairperson, and the Circuit Clerk early in the month via conference call. They reviewed the Korn Ferry report and had not traction on next steps. Merit is now behind since last July and the status of evaluations being conducted in county offices are unknown and may not be occurring. Members previously gave the county until March, or they would determine our next steps.

Item 3. Administrator's Evaluation- Removed from agenda due to President's absence.

Item 4. Annual Report- Administrator Fox pointed out page 24 of the packet for the report. This is created every year and compiled by Sara Sparkman, upon approval of board, it will be submitted to the state. Printed copies are still provided but usually provided digitally. It will be on the website once approved.

Action-

Item 1. Approve Invoices & Bills- Member Karneboge presented the bills from last month when quorum wasn't met. Included were five batches of bills, mammograms, mileage and two insurance amounts for a total of \$274,003.90. **Motion by Member Karneboge, second by Member Atkins** to approve the bills as presented. **Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dickey, Dingleline, Flannigan, Karneboge, Koscica, Larson, and Sturdavant. Nay: 0. Absent: Johnson, and Mullis. **Motion by Member Karneboge, second by member Koscica** to approve the current invoices including six batches of invoices, two mammogram batches, mileage, and insurance to total \$201,210.75. **Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dickey, Dingleline, Flannigan, Karneboge, Koscica, Larson, and Sturdavant. Nay: 0. Absent: Johnson, and Mullis.

Item 2. Approve Annual Report- **Motion by Member Karneboge, second by Member Atkins** to approve the 2021 Annual Report as present last month and this month. **Motion Carried by Voice Vote.**

Announcements-

From a question last month posed by Member Dingleline, it was clarified that we received two years' worth of funding for the Overdose Surveillance and Response grant in the same fiscal year. It was not originally expected to receive the grant for FY22.

Also following up on cyber security, the county did sign a resolution in April of 2021 to renew the cyber security policy in December of 2021 with ICRMT the policy. This is timely considering the frequent chatter regarding security and having current updates and backup of data and systems. Today there were flash drives given to all Directors/Supervisors and Management to be able to have additional backup plans in place for forms, data, and essential program information.

Economic Interest Statement forms were passed out to members who were present and mailed to those not present.

The next scheduled meeting will be Monday, March 28, 2022. Member Flannigan will not be present in March.

Meeting Adjourned at 7:44pm.

Respectfully submitted,



Janet S. Johnson, Business Operations Director

Thanks to Assistant Administrator Burress for Notes from February Meeting