



TAZEWELL COUNTY BOARD OF HEALTH  
Minutes of Meeting  
March 23, 2020

**Members Present by Call In, Roll Call Conducted:** Gary Burton, Dave Dingleline, Peggy Flannigan, Lynne Johnson, Rich Karneboge, Sarah Koscica, Bobbi Mullis, Greg Sinn, and Adam Sturdavant.

**Members Absent:** Steven Dickey and Trisha Larson.

**Staff Present:** Amy Fox, Karla Burress, Janet Johnson.

President Burton called the scheduled BOH meeting to order at 6:30pm via conference call from various locations due to the COVID-19 stay at home guidance. Roll call completed at this time with quorum met.

**Motion by Member Flannigan** to approve the February 24, 2020 minutes as mailed, **second by Member Karneboge. Motion carried by voice vote.**

**Agenda changes:** None. **Handouts:** None.

## Reports-

**Item 1. Finance Report-Year to Date-** Administrator Fox shared that the document starting on page two is currently showing a lot of red. This is typical for this time of year. There is usually a slow down of payments and we are awaiting property tax disbursement. Page ten of packet shows revenue we are still owed, which will assist with the deficit. We will watch the back balance. With some of the work stoppage, some payments will slow down in both directions due to county having limited resources. If we need to, we will pull from investments.

**Item 2. Strategic Plan Update-Not completed due to COVID on hold until further notice-** Administrator Fox shared the draft isn't finished. With COVID-19 plans, it is put on hold. Still plan to accomplish this by May for approval so that the plan can be implemented in July 2020.

**Item 3. COVID-19 Update-** Administrator Fox shared this has been all encompassing at TCHD. BOH members are receiving the updates twice per week as well as the County and Municipalities. Starting a week ago, we opened the Tazewell County Emergency Operations Center-TCEOC. It was to be temporary due to elections but decided we would keep it at TCHD. There are community partners from twelve different sectors represented: Law Enforcement, Fire, EMS, Long Term Care & Seniors, Temporary Housing, Businesses & Events, Schools/Daycares, Faith Based Services, Mental Health, Mortuary Services, Public Health & Medical and Public Information. They are open every weekday from 9-3 and then it was operational on the weekend. Will be staffed for the foreseeable future. It may compress as time goes on. It is run by Dawn Cook, County EMA. There are currently 5 cases in Peoria, 3 in Woodford and 0 in Tazewell. We have 19 negative tests that have been run so far, with 11 pending for our county. Members questioned how county is determined, it is by place of residence. Appreciation was given on weekly updates as well as the COVID section on the top of the webpage to read on. The website was completed by the County GIS and TCHD staff. The health department's role currently is to provide permission for testing, but that role is changing to a self-questionnaire for testing approval. We also work with anyone who has been in contact with a known positive to do tracing and monitoring of those individuals. We are also monitoring those quarantine due to previous travel. When a positive case occurs, the case management of cases will change and grow from there. Current staff of approximately 4-5 for medical investigating, plus the epidemiologist. The TCEOC also has about 8-10 TCHD staff that work in the center daily. Managers are all involved in some form or fashion for programming and business operations.

## **Discussion-**

**Item 1. Policies 508, 701, 702, 710, 714 and Index-** Director Johnson shared the documents that started on page 30. These were sent out previously. The date for approval changed to today's date. These policies are altered due to the legalization of cannabis, cannabis materials and compounds. Policy 702 and 714 closely reflect the County's provided policies. No questions or clarifications on what was provided.

**Item 2. Postponement of BOH Reception-** President Burton and Administrator Fox decided to postpone the reception at this time for a future date.

**Item 3. Purchase of Vehicle for Solid Waste Enforcement-** Administrator Fox reported that the Illinois Environmental Protection Agency (IEPA) stated they have additional funds available for the Solid Waste Enforcement programs. Director Neavear received permission to purchase a vehicle, two computers and some cameras. Chairman Zimmerman was willing to proceed with the purchase since County wouldn't be printing payments regularly. Administrator Fox and Director Burress received multiple bids for Chevy and Ford Vehicles. Final approved bid was for a Ford Escape at \$20,998. The next cheapest bid was a Chevy for \$25,071.06. Lowest miles, a used vehicle, a 4X4 and used was preferred. The Chevy was a 2018 with 27,000 miles and the Ford was a 2019 with 9,000 miles.

## **Action-**

**Item 1. – Approve Invoices & Bills-** Director Johnson presented the details for the February-March invoices to approve totaling \$247,874.24. The sheets were not sent to Rich this month since he had originally not planned to attend. There were three batches of bills, insurance, mileage. The bills did include purchase of the previously mentioned vehicle. **Motion by Member Karneboge and second by Member Flannigan** to approve. **Motion Carried by Roll Call Vote.** Aye: Burton, Dingledine, Flannigan, Johnson, Karneboge, Koscica, Mullis, Sinn, and Sturdavant. Nay: 0. Absent: Dickey and Larson.

**Item 2. –Approval Policies 508,701,702,710 and 714-** **Motion by Member Flannigan and second by Member Karneboge** to approve the Personnel Policy changes as presented for approval, effective today. **Motion carried by Voice Vote. No objections noted.**

**Item 3. –Approval of vehicle purchase from Solid Waste Planning-** **Motion by Member Sinn and second by Member Mullis** to purchase the 2019 Ford Escape vehicle in the amount of \$20,998.00. TCHD will be reimbursed from the State of Illinois. **Motion Carried by Roll Call Vote.** Aye: Burton, Dingledine, Flannigan, Johnson, Karneboge, Koscica, Mullis, Sinn, and Sturdavant. Nay: 0. Absent: Dickey and Larson.

## **Announcements-**

The next scheduled meeting will be Monday April 27, 2020 as a conference call in again. Please call in by dialing (309)670-0444, enter conference ID 527727#, and then enter the security pin of 730221#.

In response to COVID-19, WIC is allowing services to be provided without face-to-face contact based on state of Illinois guidance. This is the first time ever. Staff are able to do phone calls, gather the information, provide nutrition education, and then issue coupons. Woodford county has no capacity currently to provide this service. They only have 1.5 nurses and the full-time staff member is about to have a baby. We are providing the phone calls for Woodford county residents and then they are picking up their coupons at Woodford County. We are aware that some clients are having difficulty purchasing products on the WIC list. Messaging has gone out to hopefully direct people to avoid purchasing WIC approved items when possible.

On a larger scale, with food insecurity. Our HEAL team is working with the 211 system and the foodbanks for delivery to families who are falling between the cracks. Between 35-40 boxes of food went out over the weekend. Some food pantries closed; the Hope Chest in Pekin is back open. Many of the pantries have gone to creating boxes of food for drive by pickups. The pantry group is actively discussing and meeting to update the online map and get the word out. We have not had any issues in Tazewell County with volunteers in the pantries and food supply at this time. The St. Vincent DePaul food pantry in Pekin did reopen as well but the supply has gone down in what is being provided as surplus from the stores. Produces, breads and meats are in high demand at this time.

Pekin District 108 and several other Tazewell County school districts are still providing meals to students. Some are even delivering them where transportation is limited.

Member Mullis shared that if the health department is aware of formula shortage, that her clinic has samples that could be provided if we are parents in need. Her information will be provided to Birth to Five Director, Beth Beachy.

**Motion by Member Karneboge, Second by Member Karneboge to adjourn. Motion carried by Voice Vote. Meeting adjourned at 7:05pm.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Janet S. Johnson".

Janet S. Johnson, Business Operations Director