



TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
March 27, 2023

Members Present: Gary Burton, Dave Dingledine, Peggy Flannigan, Jay Hall, Sarah Koscica, Gloria Ranney, Aaron Yoder, and Bobbi Mullis (arrived 6:32).

Members Absent: Steve Dickey, Rich Karneboge, and Adam Sturdavant.

Staff Present: Amy Fox, Karla Burress, Janet Johnson, and Melissa Goetze.

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

Motion by Member Dingledine to approve the February 27, 2023, minutes as mailed, **second by Member Hall.**
Motion carried by voice vote.

Agenda changes: Remove Item #3 in Action. Will be discussed and acted on at the April 2023 meeting.

Handouts: Tazewell County Health Department Mission-Vision-Values Statements, TPHF Mini-golf Flyer, IPHI Newsletter, TCHD Clinical Services Expansion & Fee Proposal for March 2023.

Reports-

Item 1a. Finance Report-Audit Process- Administrator Fox directed members to pages 5-16 in packet. (Member Mullis arrived at 6:32pm). The main fund is upside down and will remain that way until County Tax disbursements are received. Other funds are doing well. We are owed about \$640,000 for grants. Balances were provided for each fund. She pointed out page 17, which is the Payment Status Report for grant funds we are awaiting. Page 18 is the state of our Investments and rates are low. The County is aware of accounts that are above the FDIC threshold. We will request current letters for the approval and security of those funds. There is a new treasurer, Hannah Clark. The County Treasurer is our Treasurer, she does our investing, levy disbursements, and oversees revenue and funds. The audit continues and Director Johnson and Supervisor Brooke continue to work with them.

Item 2a. Staffing Update – Pay Progression- Administrator Fox stated there has been a lot of movement of staff. The work was done by the Administration to clearly see a career path. Grades 11-12-13: 11 are entry level positions with no degree requirement, 12 is the same with some type of skill, and 13 is a lead of programming but not a supervisory role. Grades 14-15-16: these are all degreed, 14 is entry, 15 has a specialized skill or license and 16 would have a degree, specialized skill, and some form of programmatic lead role. Grades 17-18-19: these are management positions. Grade 17 is Supervisors; Grade 18 is Directors and Grade 19 is the Assistant Administrator, the Administrator is a grade 21. This will be the path process of positions to have clear guidance. There have been some resignations and retirements announced of key staff. The Food Lead, Nick Maggioncalda is resigning. That position is a grade 16 (was a 15) as a degreed lead of food programming. Our Public Information Officer, Sara Sparkman, is retiring after a total of about 30 years with the health department. ~~That position was graded as a 15 but will be~~ **Strike statement corrected to a 16.** Our school programs are in the Community Division which contains both community and school-based programs. The community has a staff of 8-10. The school has a staff of over 25. There will now be a Director, a Community Supervisor and a School Supervisor that will now require a degree. There are still several positions open and there is a struggle to keep the offsite positions filled that are hired at minimum wage. There has been **position or grade.** consideration for a hiring bonus or a shift (move to another site when needed) differential.

Item 3. ARPA Update- Administrator Fox stated there have been several articles presented in the media. The county is facing challenges in their plan. There is no dissatisfaction with the health department project, it is just location and cooperation. The department has been asked if they would be willing to share a building, the answer being yes if the entrance was not shared. Member Hall stated they are waiting to see what the elections bring in the next month. The health department may not end up in Pekin, where much of our population for services is based. Member Ranney stated this needs to be about the people, not the politics.