



TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
April 24, 2023

Members Present: Gary Burton, Dave Dingledine, Jay Hall, Rich Karneboge, Sarah Koscica, Bobbi Mullis, Gloria Ranney, Adam Sturdavant, and Aaron Yoder.

Members Absent: Steve Dickey and Peggy Flannigan.

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

President Mullis 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 Burton to approve the March 27, 2023, minutes as mailed, with the correction to strike the sentence "That position was graded as a 15 but will be corrected to a 16", located in Report section 2a. Staffing Update-Pay Progression. **Second by Member Karneboge. Motion carried by voice vote.**

Agenda changes: Pull Action Item #2, vote is not needed to forward ordinance changes on to the County Board.

Handouts: Tazewell County Health Department Strategic Planning Committee's draft of goals and objectives for 2023-2026, TCHD Mission, Vision and Values statements- 2/27/23 draft.

Reports-

Item 1a. Finance Report-Audit Process- Administrator Fox pointed out packet financials. The general health department fund is upside down for now, until tax disbursements come in. Cash balance is flush. Director Johnson stated work is still being done for the outside audit for the fiscal year 2022. Work is being done to correctly show where year-end revenue was posted. The effective dates of the deposit were used even though the effective dates were entered 11/30/2022. That information was relayed to the County Finance Director and the Treasurer.

Item 1b. Finance Report-Treasurer letters of FDIC protections- Administrator Fox stated Director Johnson received letters of confirmation for funds that are invested. They came from the new County Treasurer, Hannah Clark. She plans to come next month and explain how the funds are monitored and what she plans to do with future investments.

Item 2. ARPA Update- Administrator Fox stated there hasn't been any progress. The 30-day hold is over on waiting and it is her understanding that things are being looked at. Next potential discussion in open session would be the property committee meeting next month.

Item 3a. Strategic Planning Update-Goal Areas- Administrator Fox referred to the handouts for the mission, vision and values and the goal areas of the strategic plan. These were developed after the review of internal and external data and the voting process that grouped areas into four categories. These are the working goals that can still be adjusted prior to implementation. There was a cross-check across plans so that work areas aren't duplicated between the strategic plan and community health improvement plan.

Item 4. Local Health Department Certification- Administrator Fox shared that the department received an email March 31st, stating we are certified. There was also a letter from the state director and the attachment to a certificate to print. We will print it on a nicer paper. There was no feedback on anything to work on. It will be kept in our records. The certification is good for five years. There was no interview conducted with the regional health officer, she may come for a visit in May.

Item 5. Powerton Proposal- Administrator Fox pointed out page 19 in the packet. The county is the fiscal agent for funds coming from the Powerton Plan funds. They requested ideas for impactful programs. Option A and Option C in the plan, if approved, will be funded once it passes at the County Board meeting tomorrow night. It will be

\$79,000 for the Mental Health Planner position for year one, shared in year two and taken on by the health department for year three. \$57,000 will be used for lung cancer screenings and radon mitigations within six miles of the plant area. The mitigations will be done like the services that were done through the Edwards Settlement. This will provide 10 mitigations and 20 tests annually.

Discussion-

Item 1. Approve Mission, Vision, and Values - Administrator Fox represented the mission, vision, and values. Members were asked to provide input or point out changes needed. Planning was added since the first draft.

Item 2. Approve Sewage Ordinance Changes- Administrator Fox introduced Supervisor Bruce Johnson. He has already presented this information to the county Executive and Property committees. She congratulated both Bruce and Melissa on their work with the following of procedure on making changes, allowing for public comments, review, and input from the public. Supervisor Johnson reviewed the information provided on pages 25-46 to explain the reasons behind the proposed changes. Review was also completed on ordinances in surrounding counties to present similar plans.

Item 3. Personnel Policy Changes- Director Johnson went through the various changes on pages 47-128 in summary since they have been provided for the past two months. Most of these changes were due to language clarifications/cleanup, removing references to 35-hour employees, county updates on older procedures, and additions because of the new state laws in 2023. Members agreed to pull the changes to Policies 316 & 317 until further information is provided by the County on how the proposed changes will be implemented. Once changes are made, they will be presented to staff electronically and in a new hard copy. We recycle and reissue policy books every five years to ensure employees have accurate policies.

Item 4. MOU Healthcare Collaborative- Administrator Fox presented the Memorandum Of Understanding. The agreement is to formalize the relationship between multiple entities to now include UofI College of Medicine Peoria, Heartland, and Bradley University to work together as an executive body. They would have a board and chairpersons for the various committees. This is to have an alignment of intent with purpose. This is in draft form and has been sent to Mike Holly for review. There may or may not be a cost involved in funding for support staff.

Item 5. 2023-2024 Extended Day Fee Increase- Administrator Fox explained the chart provided to adjust the fees in the school programs. There hasn't been an increase in a few years. Director Ealey did a scan of charges at other area programs to make sure increases are similarly aligned. There would not be an increase in morning sessions, only afternoon and all-day attendance. The program has had many difficulties in keeping the programs staffed. With the increases in minimum wage, people are choosing to work at other facilities with less responsibilities. We will continue to raise pay rates as the minimum wage increases over the next couple of years. The programs run from 6:30am to 6:00pm, before and after school. Several of the sites offer free breakfast so we save by not having to purchase meals.

Action-

Item 1. Approve Invoices & Bills- Member Karneboge presented the invoices after his review. **Motion made by Member Karneboge** to approve invoices totaling \$129,509.94 for four batches of bills, March Mileage, and the April Insurance. **Second by Member Burton. Motion Carried by Roll Call Vote.** Aye: Burton, Dingledine, Hall, Karneboge, Koscica, Mullis, Ranney, Sturdavant, and Yoder. Nay: 0. Absent: Dickey and Flannigan.

Item 2. Approve Sewage Ordinance Update/Changes- Pulled from agenda.

Item 3. Personnel Policy Changes approval- **Motion by Member Dingledine** to approve the policy changes as presented with the exclusion of Policies 316 and 317 at this time. **Second by Member Karneboge. Motion Carried by Voice Vote.**

Item 4. 2023-2024 Extended Day Fee Increase- **Motion by Member Burton** to approve the proposed fee increases as presented to go into effect at the start of the 2023-2024 school session. **Second by Member Koscica. Motion Carried by Roll Call Vote.** Aye: Burton, Dingledine, Hall, Karneboge, Koscica, Mullis, Ranney, Sturdavant, and Yoder. Nay: 0. Absent: Dickey and Flannigan.

Item 5. Approve Mission, Vision, Values statements- **Motion by Member Hall** to approve the Mission, Vision and Values statements as presented. **Second by Member Karneboge. Motion Carried by Voice Vote.**

Announcements-

The next scheduled meeting will be Monday, May 22, 2023.

April 26th will be the all-staff Professional Development Day offsite at the Par-A-Dice Hotel. Paid for by grant funds. There will be work with the Community Health Improvement Plan, some work with our Core Competency Assessment, some presentations by a few community partners, and a speaker-Dr. Uma Naidoo, MD on the connection between nutrition and mental health. Books were offered to board members and were invited to attend the day.

May 11th will be a Retirement Potluck for Sara Sparkman, she has been with us for 31 years.

Meeting Adjourned by President Mullis, at 7:34pm.

Respectfully submitted,



Janet S. Johnson Business Operations Director