



TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
April 25, 2022

Members Present: Bill Atkins, Gary Burton, Steve Dickey, Dave Dingleline, Rich Karneboge, Sarah Koscica, and Bobbi Mullis.

Members Absent: Peggy Flannigan, Lynne Johnson, and Adam Sturdavant.

Staff Present: Amy Fox and Karla Burress.

President Mullis called the scheduled BOH meeting to order at 6:31pm. Meeting location in the Board Room, Tremont. There were no Public Comments.

Motion by Member Burton to approve the March 28, 2022, minutes as mailed, **second by Member Atkins. Motion carried by voice vote.**

Agenda changes: None.

Handouts: Kenyon & Associates Renovation Plan for Restrooms.

Reports-

Item 1. Finance Report-a. County Conversion of Accounts Update- Administrator Fox shared we are in good financial standing still. Payments have continued to come in. The lag we usually see hasn't been occurring. The payment status report shows owed payments from federal and state funds. The 500 fund is the fund that awaits tax levy and personal property replacement tax payments, so it will be upside down until those payments come in. There is no word on delay in tax bills being mailed out, so payments should be coming at regular intervals. There was a large county meeting on the new conversion of accounts and budgeting. Still no resolution provided to the issue. A new administrator is being hired. Finance Director position will hopefully be filled next.

Item 1. Finance Report-b. County HR Committee Recommendation for Merit-- Administrator Fox stated the HR Committee is making a recommend to the full County Board for a merit compensation of up to 2% for all non-union offices, retroactive to December 2021. This will closely align with what we did at TCHD, ours being a little lower. There has been no movement on the Hay/Korn Ferry report.

Item 2. Covid 19 Update- Administrator Fox shared Tazewell County is still in green standing for covid-19. We are starting to see a doubling of cases, so there is a cycle occurring on increases. We are also seeing a lot of flu in the area, 16-18% positivity rates on those being tested. We continue to offer Shield testing in our communities until June 30, 2022. The State of Illinois provided an ample supply of testing kits to distribute to LTC facilities and the health department to have. They expire in August 2022. Staff working on a plan to distribute further. Summer camps and schools were to be getting a separate supply.

Item 3. Community Health Assessment & Current Improvement Plan Update-County Health

Rankings- Administrator Fox stated May 24th will be the annual meeting for the partnership. It will be at the Spalding Academy and in the afternoon, they will work on the prioritization of the health priorities. Currently there are five priorities: Mental Health, Substance Use, Access to Care, Healthy Eating and Cancer. There will be about 80 invites, 20 for each county and 20 for the region. In June or July, the BOH will review the Community Health Needs Assessment for approval. Community Health Improvement Plan will be presented sometime in the fall. County Health Rankings did come out, but it is still embargoed. Will present to members next month, once approved for distribution.

Item 4. Public Health Accreditation Board Update-May 6th Review- Administrator Fox shared the virtual review will be Friday May 6th, 4 hours for the meeting. Ten measures were opened for the review, but they weren't presented in our first round of reviews. Assistant Administrator Burress shared there will be a meeting this Friday to check our connectivity through Zoom. Some measures can remain open for further documentation, then the visit will

go forward to the Public Health Accreditation Board for final decision on visit. Staff presented more work into the documentation for this accreditation than in our initial application for accreditation.

Item 5. Employee Training Day- offsite- Administrator Fox shared there is funding available for use before June 30th from the Covid Crisis Funding. It is to be used for workforce development. We plan to take everyone offsite for a training day with speakers paid for, staff would have lunch on their own and the facility would be closed for the day. We have had 40% of new staff in the past three years, through the isolation of covid. We will include Woodford County's staff of eleven included so they can benefit as well. Plan is for at a hotel in June sometime. Directors will discuss this further tomorrow and share information on speakers. The focuses may be on the topics of well-being for staff, work/life balance, and health equity/inequity. There will also be an ability to do another training in the next state fiscal year.

Discussion-

Item 1. Vaccine cost adjustment- Administrator Fox shared page 20 in the packet. Vaccine costs have increased, therefore the Clinic Services management team provided information on the current charges they are seeing. The administration fee will remain the same. This review is done twice per year to see what needs to be adjusted. Formula is cost of vaccine plus the administration fee. Increases, if approved would go into effect in June 2022 most likely to have time to present prices and print new fee schedules. We use multiple vendors but typically use the ASCIP recommended vaccines, unless there are vaccines available that limit number of repeat visits. We use multiple vendors for vaccine purchases. Director Phillips could be contacted for more detailed information. The shingles vaccine is usually the one that is delayed or limited quantity in ordering.

Item 2. Administrators Evaluation- President Mullis thanked members for providing additional comments and the overall rating for the evaluation was an exceeds rating. She shared some of the positive comments provided by members. Areas to focus on are mental health, the dental center re-opening, self/staff burnout, and job security for staff. Staff received 1-2% for merit, and it was recommended to receive a similar compensation or more. Administrator Fox agreed with the comments and suggestions. The nature of public health is primarily grant driven, so the issue of job security is felt by all.

Item 3. Margaret Burt and Poquette Awards- Administrator Fox shared the nominees for the Burt and Poquette awards this year. Regional Superintendent and Assistant Regional Superintendent, Jeff Ekena and Jon Smith were nominated for the Burt award and Rebecca Crumrine who works for U of I Extension for her work in the food pantry networks was also nominated. Director Angie Phillips was nominated for the Poquette award, she is well deserving and worked endlessly during the covid pandemic. She reviewed every covid death in our county and that alone was work above and beyond as well as very straining.

Item 4. Board of Health Appointments- Administrator Fox stated that there will be two open positions on the Board of Health starting in July 2022. Tricia and Lynne have declined continuation on the board. Replacements could be someone with a mental health discipline, and community or school organization. We will need to put names forward to the County Board president by the June meeting for July appointments. Geographically spread is nice but not a requirement. Directors were asked today for some ideas. Members are welcome to provide input and suggestions for new members.

Item 5. ADA Restroom Project- Administrator Fox shared a diagram of the project that was sent to us for a project that has been three years in the making. The county received funds for improving ADA accessibility in public buildings. There is no timeframe for this work. It will involve bump outs in some of our existing walls. We asked to be notified as far in advance as possible due to public clinics and class use. We could use EMA if there are conflicts. It is unclear if we will be responsible for any cosmetic work or finishing. May need to set some funds aside for finishing work. The vestibule in Environmental health is not ADA accessible but it was removed off the list of projects to complete. It may not be an issue if we have staff move into this building once an additional office space is developed with the ARPA funding.

Action-

Item 1. Approve Invoices & Bills- Motion made by Member Karneboge after he presented the bills for current invoices including 4 batches of weekly bills, a batch of mileage, and monthly insurance totaling \$124,018.11: **Second by Member Koscica. Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dickey, Dingedine, Karneboge, Koscica, Larson, and Mullis. Nay: 0. Absent: Flannigan, Johnson, and Sturdavant.

Item 2. Administrators Evaluation- Motion made by Member Burton to approve the merit retroactively to December 1, 2021, in the form 2% increase for the Administrator. **Second by Member Dickey. Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dickey, Dingedine, Karneboge, Koscica, Larson, and Mullis. Nay: 0. Absent: Flannigan, Johnson, and Sturdavant.

Item 3. Approve Cost Adjustment for Vaccines- Motion by Member Koscica to approve the increases as presented, **Second by Member Karneboge. Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dickey, Dingedine, Karneboge, Koscica, Larson, and Mullis. Nay: 0. Absent: Flannigan, Johnson, and Sturdavant.

Announcements-

The next scheduled meeting will be Monday, May 23, 2022.

The BOH reception will be on May 5th at the Washington Countryside Banquet Facility from 5-7pm. Please RSVP to Amy Fox or Sara Sparkman.

Meeting Adjourned with motion by Member Mullis, seconded by Member Karneboge. Meeting adjourned at 8:05pm.

Thanks again to Karla for taking notes in my absence.

Respectfully submitted,



Janet S. Johnson, Business Operations Director