



TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
May 23, 2022

Members Present: Bill Atkins, Gary Burton, Dave Dingledine, Rich Karneboge, Bobbi Mullis, and Adam Sturdavant.

Members Absent: Steve Dickey, Peggy Flannigan, Lynne Johnson, Sarah Koscica, and Tricia Larson.

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

President Mullis called the scheduled BOH meeting to order at 6:32 pm. Meeting location in the Board Room, Tremont. There were no Public Comments.

Motion by Member Burton to approve the April 25, 2022, minutes as mailed, **second by Member Atkins. Motion carried by voice vote.**

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

Reports-

Item 1. Finance Report- Administrator Fox pointed out the finance pages in the packet. Cash on hand is still stable. Page sixteen included the fund balances, and they will be skewed until income is received from grant funding sources. Director Johnson is absent today; grants meetings were still held. Focus was on June ending grants. At this time the County MIP issue is still not resolved. A new issue related to payroll development being delayed- we are spending extensive time and work hours to be able to properly track and document our staff in the grant funding process. The county system contains no detail and we have reverted to paper copies and previous documents. Director Johnson did open back up our old MIP and developed a numbering system to be able to manually enter the payroll information. This is causing double entries again.

Item 2. Covid 19 Update- Administrator Fox shared the county is showing elevated cases. We were down to one nursing home outbreak and now we are back up to 10 facilities. Cases have gone from 104 last week to 200 over this past weekend. Hospitalization rates have been ok so far. Home test results are not captured. Pekin has a surveillance system of the wastewater to be watching for covid. It did have a spike, which was confirmed with case increases. We continue to test, vaccinate and have gone back to masking in the building for all staff, and testing any employees who are not vaccinated. We are following H5N1, Monkey Pox and Hepatitis A in pediatrics and will continue to monitor.

Item 3. Community Health Assessment & Current Improvement Plan Update-County Health Rankings- Administrator Fox stated tomorrow is the prioritization day. Around 80 people will review the six subjects to choose the next priorities. Access to Care, Cancer, Healthy Eating/Active Living, Obesity, Mental Health, and Substance Use. They will choose the top three priorities for focus on in 2023-2026. In relation to the county health rankings, in the last three years Tazewell County went from 17 to 16, and now are 14th in the Healthiest Counties in the state. Peoria went from 81 to 79 to 67. Woodford county is consistently in the top ten.

Item 4. ARPA Update- Administrator Fox shared in general that there is a property of interest for the health department to look at. They will look at it on May 25th. The committee has an update from the chairmen of the board. There will be a special County Board meeting on June 4th to discuss the plan and vision for funding use. Member Atkins shared that due to the large amount of funding, members of the county board who aren't on any of the related committees need being provided more information and caught up on the current processes of interest and the expansions of areas like the Justice Center. There is still plan and hope for funding for both the Justice Center and the Health Department, hoping clarity will be conveyed at this special meeting. Anyone with any concerns or suggestions to present at the meeting may share their views with Member Atkins. Administrator Fox has spoken with both the Property and ARPA Chairs. She has also spoken in general at health services, but when asked to be able to participate, she has been declined the opportunity. This property to be viewed was her suggestion.

Item 5. Reaccreditation Update- Assistant Administrator Burress informed the board that the virtual site visit was held. Process wasn't a positive experience like the initial accreditation. We will not hear anything until after August when our review is presented to the PHAB Board. Our measures will be either met, met with missing, or not met. The visit focused only on areas where they had questions or needed clarification, there was no ability to provide successful projects, work done by staff or the agency accolades. Our site visitors were difficult to read and the context of their questions.

Item 6. Personnel Openings- Administrator Fox shared that it has been hard to keep count of the open positions because they continue to occur. Thinking there are currently about nine positions, which is one of the highest in several years. Our Epidemiologist has transferred to OSF, there are a few nurse positions open, a nutritionist and a part-time assistant position in clerical. One of the nursing positions has been open since November. We are looking at alternatives to nurses for the position with the qualifications still being met for the programs. This information was shared with the new county administrator and the need for the Korn Ferry report to be placed back as a priority to be able for the county to develop a plan.

Discussion-

Item 1. Environmental Health Fee Adjustments- Director Goetze shared information related to PDC and our necessary lab work for the program. After the sale of the company, there has been an increase in fees. Pages 18-19 were pointed out to follow along with the requests. Both the fees and shipping costs have increased and now include a fuel charge as well. Staff time has also increased due the extensive structure of cooling and packaging of samples. Requests for increases are only being requested where the costs have increased, no additional increases were requested.

Item 2. Return to Policy for Vacation, Job Movement and Sick Time- Administrator Fox requested members consider to rollback the changes that were made due to covid. The three areas were vacation balances to not be limited at an anniversary date, to be able to move between areas for job openings, and the county's allowance of going into the hole for sick time due to covid illness, isolation, and quarantines. We will have to confirm when the county will change back the sick time adjustment. Administrator's recommendation for vacation time rollback and job movement is January 1, 2023. She requested input from board members related to the policies presented. They agreed with the recommendation related to liability and staff mental health. A request will be sent to Mike Holly to provide input on the legality of the sick time rollback. The county has probably had some other recommendations but both authorities have different policies in some instances that are followed.

Item 3. Board of Health Appointments- Administrator Fox shared that there are two positions open. Member Larson and Member Johnson are not staying on the board. Their specialties are important to the board and contact has been made with representatives for possible replacements. The current additions may be an educator and a pastor. If in agreement, we would send the information to County Board for appointment in July when the other members are finished.

Item 4. Board of Health Officers Appointments- Administrator Fox reminded members that officer reappointments will occur in June for the July starting. It will be on the agenda for June. Member Burton reminded members that over the past few year's positions remained the same due to Covid. Member Mullis has gone through the learning curve and is willing to remain as president. Member Karneboge was also willing to remain as secretary. There may be a need to fill the vice-chair position that Member Flannigan currently holds but she may not remain.

Action-

Item 1. Approve Invoices & Bills- Motion made by Member Karneboge after he presented the bills for current invoices for four weeks, mileage, mammograms, and monthly insurance totaling \$188,379.72: **Second by Member Burton. Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dingledine, Karneboge, Mullis, and Sturdavant. Nay: 0. Absent: Dickey, Flannigan, Johnson, Koscica, and Larson.

Item 2. Environmental Health Fees Adjustment- Motion made by Member Dingledine to approve the fees as presented by Director Goetze, **Second by Member Karneboge. Motion Carried by Roll Call Vote.** Aye: Atkins, Burton, Dingledine, Karneboge, Mullis, and Sturdavant. Nay: 0. Absent: Dickey, Flannigan, Johnson, Koscica, and Larson.

Announcements-

The next scheduled meeting will be Monday, June 27, 2022.

June 22, 2022 will be an all staff training day offsite. Facilities will be closed to the public. We will be at the Par-A-Dice ballroom and Woodford County Health Department will also be attending and paying part of the speaker fees.

Employee appreciation day is rescheduled from May 25th to be held June 2nd, due to the weather prediction for the day. It's really a half day of activities and after lunch, staff will return to work. It is a baseball themed day. There will be four activities that the staff compete in as a team. Swing Batter, Batter will involve members hitting a wiffle ball and score points on the distance obtained. There will also be Baseball Bingo, Baseball Jeopardy, and Walking the Bases. Staff will be placed on teams across the divisions. Prizes will be awarded for the teams. The theme for the day is "Thanks for Covering All the Bases".

Meeting Adjourned by President Mullis, at 7:28pm.

Thanks once again to Karla for taking notes in my absence.

Respectfully submitted,



Janet S. Johnson, Business Operations Director