



TAZEWELL COUNTY BOARD OF HEALTH
Minutes of Meeting
August 22, 2022

Members Present: Gary Burton, Dave Dingledine, Peggy Flannigan, Rich Karneboge, Sarah Koscica, Gloria Ranney, Adam Sturdavant (arrived 6:44), and Aaron Yoder.

Members Absent: Bill Atkins, Steve Dickey, and Bobbi Mullis.

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

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 Flannigan to approve the July 25, 2022, minutes as mailed, **second by Member Dingledine.**
Motion carried by voice vote.

Agenda changes: Pull Action Item #2 from Agenda

Handouts: County Budget Pages & Talking Tazewell

Reports-

Item 1. Finance Report-Update on County Budget Process- Administrator Fox pointed out starting page 4 of the packet, she said that we continue doing well this year financially, in the positive about \$700,000. She pointed out page 15 and explained the grant payments on that page are what is still expected for reimbursements. We are still expending COVID funds, which does have some staff salaries and benefits covered. This has allowed for other items to be purchased like laptops and desks. We have not pulled from investments in 2022. She said this the first year, after going through the new county numbers and it is still a learning process.

Item 2. Covid 19 Update- Administrator Fox shared we are still doing testing though end of month, unless we have a contract extension. We just received a huge shipment of rapid tests for long term care facilities, for fall and winter. Those facilities will come pick those up. We continue to do vaccines on Mondays. We anticipate doing a drive through on a Saturday in October, at the Highway Building with flu and covid vaccines being offered. Contact Tracing staff continue to educate schools on guidance and aid long-term care facilities with Covid outbreaks. There are currently nine active outbreaks. Hospital covid rates are lowering, and they are getting back to normal processes. Wastewater monitoring is a newer way to monitor a community's health and illnesses and possible areas for outbreaks.

Item 3. Community Health Improvement Plan Process- Assistant Administrator Burress informed the Board the Health Department was reaccredited. (Member Sturdavant arrived 6:44pm) Staff will be notified tomorrow. She said there was a lot of work that went into the process. Work has already started on the two areas that needed to be addressed. They feel like they will have valuable information on the annual report. Congrats to Karla and staff.

Item 4. ARPA Update- Administrator Fox and other management staff met with the Architects. They only want to discuss ground up build for the Health Department for downtown WIC, Dental, and Clinic services. Met with Farnsworth Group. The following Friday, they received notification from County Members about other properties to look at. An Action Item for the Property Committee will be presented this week to request approximately \$28,000 for the Farnsworth contract, to work on drawings for the new facility. There will also be a survey of the County Board Members on what they would like to do with funding from ARPA. This continues to be a call to the question repeatedly. The County is still considering updating other buildings as well. We should know more information after the survey. The ARPA funds may also be used for another courthouse or upgrades to criminal courts/offices. The funds are meant to make services more user friendly in future emergencies/pandemics.

Discussion-

Item 1. North Pekin Dental Center Close Out Needs- Administrator Fox shared the facility was vacated at the end of December 2021. The property owner was out of State when we vacated and requested a walkthrough on return. It was possibly being presented for rent as a medical facility. The owner is now back and would like additional repairs to be done and walls removed. These would be costly repairs. The State's Attorney reviewed lease and doesn't agree with owners' requests. We are to forward any correspondence to the State's Attorney's office. In the search for properties for our new facility, there has never been a listing seen for the property that was vacated.

Item 2. FY23 County Budget Drafts- Administrator Fox provided first draft of budgets as a handout. Budget process by the County is later than in the past. TCHD will present around October 10th for FY23 to Finance Committee. The FY21 audit is still not complete. The summary page calculations are incorrect, please disregard. Revenue detail for 220-500(Health Fund) is where the County Tax money goes, this is the fund the County Board can monitor and choose the levy allocation. Tax dollars received from personnel property replacement tax and county tax disbursement show in this fund. No grants are in this fund, it does include our fee for services. There is an adjustment line in expenses for unknown compensation. The County is looking to increase salaries more than current projections beyond what we have planned for at 3%. We may need to adjust this more, based off the outcome. We are looking to add cleaning services and added adjustments line for longevity and merit of staff. Director Johnson does an excellent job every year in projecting salary and insurance costs for the budgets. We are out of the cycle of a new car purchase, but this may still be skipped in FY23. The 220-501 Grants Fund is in the black this year. Revenue is listed first and then expenses. There was a considerable number in curriculum which caused a large shipping cost in FY22, but it will not occur again in 2023. The 220-502 is fee for service fund for the Schools Fund and it is in the black currently. We do not have a contingency amount in the 220 Fund, the County will insert that amount. This budget is first draft. The smaller packet is for the Solid Waste Planning Fund 221-520. Green For Life has purchased PDC. We met with the Regional Reps of GFL to discuss the finances since their takeover. They said they have lost 7 years of capacity on the site. This fund is for recycling, education, and waste diversion type programs for the county. The County Health Services Committee monitors this fund, but the health department provides all the programs. This Fund budget is upside down by about \$115,000 due to projections of next year's income decreasing. The Community Recycling Grants are in this budget and so is the management of the 20-year Landfill Plan. The landfill and tipping floor sites, the haulers and the community involvement in recycling sites were explained.

Item 3. Staff Update Changes and Roles- Administrator Fox stated there are 2 Nursing positions open, both in Clinic as well as their clerical Program Assistant, there is a vacant parttime Nurse position in Birth to Five, 1 Health Educator position in Environmental Health, a clerical position in Business Operations, a clerical position in WIC, 1 Site Coordinator and 2 Site Assistants in Afterschool Programs of Community Health. The nursing issue is critical, and management has been brainstorming solutions. The most recent work force satisfaction survey did very well, but it still lists salaries and wages at dissatisfaction levels. They are considering hiring LPNs. We are trying to encourage OSF Nursing credits for use to current and new hires, to pay for further education as an incentive. We will also be trying different advertising options. The Clinic has over twenty offsite Flu Clinics scheduled for this fall. We do still have PRN staff from Covid clinics that could be used in the short term.

Item 4. CHNA Approval and Discussion of invoice for payment of CHNA- Administrator Fox pointed out page 18 in the packet for the contract and invoice for the Community Health Needs Assessment that was recently conducted. The Health Department's portion is \$5,300, to pay to OSF for conducting the survey. Next month we will need to have the CHNA Assessment approved.

Action-

Item 1. Approve Invoices & Bills- Motion made by Member Karneboge to approve \$178,307.61 for 4 batches of bills, 2 batches of Mammos, the July Mileage, and the August Insurance. **Second by Member Koscica. Motion Carried by Roll Call Vote.** Aye: Burton, Dingedine, Flannigan, Karneboge, Koscica, Ranney, and Sturdavant. Nay: 0. Absent: Atkins, Dickey, and Mullis. Member Yoder will be eligible to vote in September 2022 after County Board approval of appointment.

Item 2. Dental Center Close Out Action- Pulled from Action.

Item 3. CHNA Invoice Payment to OSF- Motion made by Member Flannigan to approve payment of \$5,300 invoice to OSF for the CHNA. **Second by Member Karneboge. Motion Carried by Roll Call Vote.** Aye: Burton, Dingleline, Flannigan, Karneboge, Koscica, Ranney, and Sturdavant. Nay: 0. Absent: Atkins, Dickey, and Mullis. Member Yoder will be eligible to vote in September 2022 after County Board approval of appointment.

Announcements-

The next scheduled meeting will be Monday, September 26, 2022.

All Staff Training Day will be September 29, 2022, at the Holiday Inn Express in East Peoria.

Tri-County 2022 Hunger Walk will be September 23, 2022, at the Pekin Lagoon at 6pm. This will be a 30-minute walk with a food donation for entry. The Hunger Walk flyer is page forty-seven of the packet. Peoria and Woodford County will also be having walks at the same time. Peoria City County Health Department may be challenging us for the walk. The number of people going to food pantries is on the rise again, with numbers returning to pre-pandemic level and continuing to rise each month. Current inflation isn't helping the area's situation.

Meeting Adjourned by Vice-President Burton, at 7:49pm.

Respectfully submitted,



Janet S. Johnson, Business Operations Director