

**Marion County Board of Health  
Meeting Minutes**

June 20, 2017  
7:00 P.M.

Board Members Present: Tom Turner, Michael Morton, Paula Strother, Creighton Engel, Stanley Morrison, Miriam Baumgart, and Elizabeth Franczyk.  
Others Present: Lori Ryan, Administrator; Melissa Mallow, Environmental Health Director; Shelley Yoder, Director of Clinical Services; Dena Kemp, Director of Family Services; Cathy Hays, Administrative Secretary, and Bruce Kropp, WJBD Radio.

**I. CALL TO ORDER**

The Marion County Board of Health met on June 20, 2017 at the Marion County Health Department, Salem office. Creighton Engel called the meeting to order at 7:00 p.m.

**II. QUORUM**

A quorum of seven board members were present.

**III. MINUTES**

Stan Morrison made a motion to accept the March Quarterly Board of Health meeting minutes as presented; Paula Strother seconded the motion. All were in favor; none opposed. The minutes were approved.

**IV. FINANCIAL REPORT**

Creighton Engel called for a review of the financial report. Lori Ryan reported the cash flow balance at the end of the 2nd Quarter is \$673,042.50.

The revenue for the end of the 2nd Quarter is \$462,142.76, or 35.64% of the total budget.

Expenditures for the end of the 2nd Quarter is \$611,915.48, or 47% of the budget.

Accounts Receivable are \$188,477.31.

Accounts Receivable:

FCM \$96,236	Tobacco \$15,154
Medicaid \$24,000	Vector \$2,755
Insurance Billing \$12,500	
WIC \$15,154.23	
Breastfeeding Peer Counselor \$6,165.71	

Tom Turner made a motion to accept the financial report; Mike Morton seconded the motion. All were in favor; none opposed. The financial report was approved.

## **VI. OLD BUSINESS**

None to report.

## **VII. NEW BUSINESS**

### **a. Activities:**

#### **1. Environmental Health: Melissa Mallow, Director of Environmental Health**

This Quarter, Ms. Mallow had pre-op inspections at Rail Coffee Room and Jade Asian Buffet in Centralia and Kountry Kitchen Kettle Korn, a mobile unit from Centralia. Also inspected was food vendors at the Odin Firemen's Picnic and the Family Fun Fest in Salem.

On April 6, Mr. Dan Tahtinen attended the Salem Farmer's Market meeting in order to give guidance on food safety issues.

June 2, Ms. Mallow reviewed and approved the building plans for McDonald's at 810 E. Broadway in Centralia. The current building will be torn down and the new one built in its place.

#### **Private Water**

Ms. Mallow attended the IDPH Closed Loop Well Training in East Peoria on March 27, 2017.

#### **West Nile Virus**

On May 10<sup>th</sup>, one case of larvicide was given to the city of Salem.

### **3. Nursing:**

#### **a. Shelley Yoder, Director of Clinical Services**

##### **STD Testing Information:**

This Quarter 8 HIV, 9 GC/Chlamydia and 8 syphilis tests were done with no positive test results.

##### **Lead Poisoning Prevention:**

108 lead tests were completed. 3 children are currently being followed for lead poisoning case management services. 1 new case was opened in May and 1 lead nursing home visit was made this quarter.

**Communicable Diseases:**

65 communicable disease reports were investigated this quarter. Out of those reports 54 met the criteria to be counted as probable or confirmed cases.

**TB Monitoring:**

This Quarter no clients were reported to the health department do to a positive TB test result or positive AFB culture. No active case of TB disease was reported; unfortunately in June, 1 active TB case was reported in Marion County and currently a contact investigation is in progress.

**Lab Services:**

This Quarter 238 clients had labs drawn through the health department, and 17 clients had labs drawn through our Quest "Lab Card" agreement.

**Blood Pressure/Blood Sugar Clinics:**

The 2<sup>nd</sup> Quarter 26 clinics were held. 32 clients had their blood pressure checked and 25 clients had their blood sugar checked at those clinics.

**Immunization Clinics:**

This Quarter 27 regular immunization clinics were held. A total of 103 adult vaccines were administered and 124 adult clients served. A total of 623 pediatric vaccines were administered and 269 pediatric clients served.

**Immunization Summit:**

June 8<sup>th</sup>, Ms. Yoder and Jami Strader, the Public Health Nurse, attended the Southwestern Vaccine summit held in Belleville.

**VFC Program:**

On June 14<sup>th</sup>, Ms. Yoder was contacted by Marla Jentsch our VFC representative for the IDPH Immunization Program. Site reviews for the program have been scheduled for September 6<sup>th</sup> at the Salem office and for September 7<sup>th</sup> at the Centralia office.

**MOU for the VFC Program:**

SIHF Salem Medical Center has signed our MOU or Memorandum of Understanding for deputization and authorization to vaccinate underinsured children through the VFC program. A MOU for each VFC site has been signed. Without a signed MOU we would not be able to provide services to underinsured children through the VFC program.

**Presentation:**

Ms. Yoder gave an immunization presentation to the medical staff at the Centralia Family Health Center in Centralia on June 13.

**Influenza Vaccine Returns:**

In May, 260 leftover doses of influenza vaccine was returned to FFF Enterprises for a full credit of our purchase price. This year all of the unused unopened vials of influenza vaccine were able to be returned with no loss in revenue.

**Influenza Off-site clinics:**

24 off-site clinics have been scheduled and confirmed for the 2017-2018 flu season. The clinics run from October 3 through October 31, 2017.

**b. Dena Kemp; Director of Family Services**

This Quarter, 1,318 clients received Maternal Child Health services. 818 of those received medical or nutritional services from an RN and 20 received a required home visit. Our WIC attained caseload has averaged 73% of the assigned caseload for the health department.

Family Case Management (FCM) has 457 active prenatal, infant, and children cases. Of those, 87 of our FCM infants and children are considered high risk and/or medically complex, requiring more intensive case work from our nursing staff.

**Preschool Hearing and Vision Program**

Ms. Kemp completed 143 hearing/vision screenings and referred 3 children for further hearing evaluation and 3 children for vision exams.

**New Staff**

Since the beginning of the year, 3 new staff were hired to fill vacant positions. Jane Adams and Jackie Reed, both full time RN's who are Maternal Child Nurse's and Cheryl Nielson, part-time Breastfeeding Peer Counselor.

**2. Administration: Lori Ryan****Marion County Coalition Against Drug Use**

The health department is a member of the Drug Coalition. The Coalition meets monthly. The strategic plan is to increase education and awareness; help Narcan use with law enforcement; treatment availability, so the patient receives help right away with no waiting list. Also making sure Doctors and Pharmacies are using the Prescription Drug Monitoring System (PDMP).

April 26<sup>th</sup> a Forum was held at the Centralia High School (day and evening event) and Salem Community High School (day event). Speaker Tim Ryan, Man in Recovery, spoke of his years of drug abuse/addiction and about his recovery.

Grants that we are still waiting on payment are Tobacco \$20,714 and Family Case Management \$96,236.

**Grants FY18**

We have written for eight grants so far. We are still waiting on Tanning, Body Art, Tobacco, Lead, Local Health Protection, Summer Food, Ground Water and Drinking Water; once those are released we will write for those as well.

April 5<sup>th</sup>, Ms. Ryan went to Legislative Day at the State Capital and spoke with Marion County Representatives about the budget issues.

The Health Department has five students from University of Illinois that have spent a day at the health department job shadowing our employees. One student is a Public Health Intern that will be present for a few days.

**b. Raises FY2018**

Ms. Ryan requested a 3% raise for health department employees for FY18.

Tom Turner made a motion to accept the 3% FY18 raise; Stan Morrison seconded the motion. All were in favor; none opposed. The 3% FY18 raises was approved.

**VII. CLOSED SESSION**

Closed Session was not needed at this time.

**VIII. ADJOURNMENT**

Michael Morton made a motion for adjournment at 7:23 p.m.; Stan Morrison seconded the motion. The next meeting is scheduled for September 19, 2017 at 7 pm, at the Centralia office.

  
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Cathy Hays, Administrative Secretary

June 21, 2017  
Date

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Michael Morton, Board of Health Secretary

\_\_\_\_\_  
Date