

**Marion County Board of Health
Meeting Minutes**

March 28, 2016
7:00 P.M.

Board Members Present: Elizabeth Franczyk, Stan Morrison, Tom Turner, Michael Morton, Keith Kessler, and Paula Strother.
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.

I. CALL TO ORDER

The Marion County Board of Health met on March 28, 2016 at the Marion County Health Department, Centralia office. Keith Kessler called the meeting to order at 7:00 p.m.

II. QUORUM

A quorum of six board members were present.

III. MINUTES

Tom Turner made a motion to accept the December Quarterly Board of Health meeting minutes as presented; Mike Morton seconded the motion. All were in favor; none opposed. The minutes were approved.

IV. FINANCIAL REPORT

Keith Kessler called for a review of the financial report. Lori Ryan reported the cash flow balance at the end of the 1st Quarter is \$730,908.01. Building Fund is \$7,288.27.

The revenue for the end of the 1st Quarter is \$234,961.53, or 19.98% of the total budget.

Expenditures for the end of the 1st Quarter is \$286,151.27, or 24% of the budget. Grants not being paid for the year are \$130,508.00.

Accounts Receivable are \$162,544.45.

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

V. NEW BUSINESS

a. Activities:

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

In March Ms. Mallow had pre-op inspections at IDC Wherever (formally Biggies), in Centralia and at 51/50 Bar in Sandoval.

Ms. Mallow reported at the last board meeting of an abandoned well that was found unsealed, as of January 26, 2016, the old well at the downtown Centralia building, has now been properly sealed.

Last week the health department officially started to use Precision Water Lab (Southren IL Ag Solutions) in Centralia for our private water testing.

Due to recent new IDPH rules and regulations, the health department must now issue permits and inspect Closed Loop Wells (Geothermal wells). So far we have had 3 installed in Marion County.

December 2015 – February 2016 Environmental Health Numbers:

Private Sewage

Permits Issued - 14

Systems Installed – 8

Realty Inspections – 3

Complaints - 1

Private Water

CLW Permits Issued - 3

CLW Installed - 3

Water Wells Sealed - 1

Complaints - 2

Body Art

Routine Inspections - 1

Tanning

Routine Inspections - 4

Follow Up Inspections - 2

Food

Routine Inspections - 96

Follow Up Inspections -5

Pre Op Inspections - 1

Complaints - 4

Permits Issued - 39

2. Nursing:

a. Shelley Yoder, Director of Clinical Services

STD Testing Information:

This quarter 19 HIV, 18 GC / Chlamydia and 16 syphilis tests were done with 3 positive Chlamydia test results and 1 positive GC result. 3 clients started the Hepatitis A vaccine series, 1 client started and 1 client completed the Hep B vaccine series with the free vaccine offered through the STD program.

Lead Poisoning Prevention:

105 lead tests were completed. 3 children are currently being followed for lead poisoning case management services. 1 case was closed due to closure criteria met and 1 lead nursing home visit was conducted this quarter.

Illinois Lead 2014 Annual Surveillance Report Data:

A total of 773 kids were tested in Marion county in 2014.

Communicable Diseases:

75 communicable disease reports were investigated this quarter. Out of those reports 68 met the criteria to be counted as cases. The number 1 most reportable disease is Chlamydia followed by Hepatitis C.

TB Monitoring:

This quarter 6 clients were reported to the health department due to a positive TB test result or positive AFB culture. All clients were screened to routine potential TB. No active case of TB disease was reported.

Lab Services:

This quarter 200 clients had labs drawn through the health department. 39 clients had labs drawn through our Quest "Lab Card" agreement.

New Labs:

As of January 1st the following labs were added to our standing order: UA, micro-albumin urine with creatinine ratio and an iron panel which includes the TIBC, serum iron, transferrin and ferritin.

Immunization Clinics:

This quarter 24 regular immunization clinics were held. A total of 129 adult vaccines were administered and 177 adult clients were served. A total of 509 pediatric vaccines were administered and 275 pediatric clients were served.

Job Shadowing:

The Salem High School Health Occupations teacher coordinated with the health department to have students job shadow during the month of January and February. Every Tuesday and Wednesday we hosted

students from the high school. The students were either assigned to a specific staff member or would spend time with several staff members who would outline their specific job duties at the health department. The goal was to introduce students into the health occupations field.

January 2016 Client Satisfaction Surveys:

A total of 100 surveys were completed in January. The results were discussed.

b. Dena Kemp; Director of Family Services

1st Quarter WIC caseload averaged at 78-80%. The WIC department has observed an increase in the number of clients applying for WIC who are above the income eligibility guideline and therefore, do not qualify for WIC. A family of four can earn \$44,863 – annual gross amount and qualify for WIC.

Family Case Management Program

This quarter, family case management program had 53 active DCFS Healthworks cases; 11 Medically High Risk Infant and Child Cases (APORS); and 12 Genetics Cases.

Recently the health department accepted the resignations of two employees. Betty Sligar, WIC Clerk Salem Office, the WIC Clerk position has been filled by Jaime Ferguson who will begin employment with the health department March 29, 2016. Kristie Carter, Centralia RN, at this time, we will not fill the Centralia RN WIC Nurse position until more information is known regarding the State of Illinois Budget.

3. Administration: Lori Ryan

IPLAN Submitted

The 2016 IPLAN was submitted to the State on February 8, 2016.

New Auditors

The new auditors are Franklin-Vaughn from Edwardsville, IL. Auditors were at the health department March 22 and 23 and will need to return after tax season.

Budget Crisis Update

Family Case Management funding was released by court order on February 22, 2016. The health department received \$60,337.97 on February 25, 2016. That amount payed 90% of what they owed us through December.

Grants FY'17

The vector grant was submitted on February 9th, 2016 for \$12,957.00.

b. 2015 Annual Report

Ms. Ryan presented the 2015 Annual Report to the County Board in February.

Highlights for 2015 Annual Report are:

Low Cost Labs Given – 1,137

TB Tests Given - 474

Immunizations

Immunization Clinics – 99

Immunized – 2,370

Vaccines Given – 3,322

Flu

Flu Shots Given – 1,815

Adult Prevnar 13 – 218

Lead Screenings – 630

Maternal Child and Health

WIC Program – 6,085

Environmental Services

Food Sanitaion Program

Routine Inspections – 432

Restaurant Complaint Inspections – 28

Financial Statement

Total Revenues - \$1,264,599.49

Total Expenditures - \$1,279,419.61

Expenditures over Revenues - \$14,820.12

Balance as of November 30, 2015 \$781,596.06

c. Medical Insurance 2016

The health department will be renewing the same policy as last year. It has been increased by 14%. Current policy \$452.67 / New Policy \$517.95 monthly. Increase of \$65.28. Aetna/Coventry, \$1500 deductible and 80/20 plan.

d. Repair of Salem Office Roof

Salem office roof repair was discussed and Ms. Ryan will check with the health departments insurance company.

VII. CLOSED SESSION

Closed Session was not needed at this time.

VIII. ADJOURNMENT

Mike Morton made a motion for adjournment at 7:42 p.m.; Paula Strother seconded the motion. The next meeting is scheduled for June 21, 2016, 7 pm, at the Salem office.



Cathy Hays, Administrative Secretary

March 30, 2016
Date