

## **Marion County Board of Health Meeting Minutes**

December 19, 2023  
7:00 P.M.

Board Members Present: Kendra Taylor, Michael Morton, Tom Turner, Matthew Stedelin, Creighton Engel, Kyle Clark, Seth Hahs and Keith Kessler.  
Others Present: Melissa Mallow, Administrator; Caitlyn Crain, Director of Clinical Services; Terri Adams, Director of Family Services; Sean Lemmon, Director of Environmental Health; Cathy Hays, Administrative Secretary and Bruce Kropp, WJBD Radio.

### **I. CALL TO ORDER**

The Marion County Board of Health met on December 19, 2023 at the Marion County Health Department, Salem office. Kyle Clark called the meeting to order at 7:06 p.m.

### **II. QUORUM**

A quorum of eight board members were present.

### **III. MINUTES**

Keith Kessler made a motion to accept the September 19, 2023 Quarterly Board of Health meeting minutes as presented; Tom Turner seconded the motion. All were in favor; none opposed. The minutes were approved.

Michael Morton made a motion to accept the October 18, 2023 Special Board of Health meeting minutes as presented; Keith Kessler seconded the motion. All were in favor; none opposed. The minutes were approved.

Seth Hahs made a motion to accept the November 29, 2023 Special Board of Health meeting minutes as presented; Kendra Taylor seconded the motion. All were in favor; none opposed. The minutes were approved.

### **IV. FINANCIAL REPORT**

Kyle Clark called for a review of the financial report. Melissa Mallow reported the cash flow balance at the end of the 4th Quarter is \$1,419,081.99.

The revenue for the end of the 4th Quarter is \$1,651,355.15, which is 103% of the budget.

Expenditures for the end of the 4th Quarter is \$1,440,948.88 or 90% of the budget.

Revenue over Expenditures is a positive \$210,406.27.

Accounts Receivable are: \$149,794.03.

FCM \$17,843.87  
WIC \$41,270.67  
Local Health Protection \$35,647.37  
Medicare \$4,220.00  
Private Insurance \$9,985.00  
Public Aid \$980.00  
Managed Care \$11,040.00

Building Improvement Fund current balance is \$116,901.10.

Keith Kessler made a motion to accept the financial report; Michael Morton seconded the motion. All were in favor; none opposed. The financial report was approved.

Tom Turner made a motion to approve transferring \$2,500.00 a month starting in January 2024 into the building fund; Michael Morton seconded the motion. All were in favor; none opposed. \$2,500.00 will now be transferred monthly starting January 2024 into the building fund.

## **V. OLD BUSINESS**

### **a. Board Appointment Confirmation**

Marion County Board reappointed Kendra Taylor, Kyle Clark, Michael Morton and Seth Hahs to the Marion County Board of Health. Their terms will expire on November 30, 2026. The Marion County Board voted to replace Dr. Elizabeth Franczyk with Dr. Matt Stedelin on the Marion County Board of Health. Dr. Matt Stedelin will be the Medical Supervisor for the Marion County Health Department. Dr. Matt Stedelin's term on the Board of Health will expire on November 30, 2026.

## **VI. NEW BUSINESS**

### **a. Activities:**

**1. Environmental Health: Sean Lemmon, Director of Environmental Health**  
Mr. Sean Lemmon shared with the Board his resignation, effective on December 26, 2023.

4th Quarter program totals:

***Food Protection Program*** – 132 routine inspections, 71 follow up inspections, 8 complaints investigated and 49 food permits issued. 9 temporary event inspections conducted. Environmental staff attended 13 food program related trainings this period. 4 food related PSA's posted to social media this quarter.

***Private Sewage Disposal Program*** – 30 routine inspections, 26 system installations, and 17 septic permits issued.

Environmental staff completed 6 sewage program trainings.

**Potable Water Supply Program** – 7 consultations were completed.

**Body Art and Tanning Programs:** 1 Body Art routine inspection conducted. 2 Tanning routine inspections conducted.

**Vector Surveillance Control Grant:** Multiple PSA's posted to social media this quarter for IDPH's Fight the Bite Campaign. Surveillance continued at both Marion County Health Department locations with no positive samples detected.

## 2. Nursing: Caitlyn Crain, Director of Clinical Services

### **STD Testing Information:**

This quarter:

49 STD/Syphilis/HIV cases were investigated.

### **Lead Poisoning Prevention Services**

12 current lead poisoning open cases.

### **TB Monitoring**

39 TB tests were administered.

### **Lab Tests**

228 clients had private pay labs drawn and 2 through our Quest Lab Card service.

### **Communicable Diseases**

28 communicable disease reports were investigated this quarter.

### **FIT tests**

This quarter there were 1 FIT test given.

### **Animal Bites**

7 animal bites were investigated.

### **Immunizations**

A total of 663 adult vaccines were administered. 88% of vaccines given in Centralia were flu (166), 84% of vaccines given in Salem were flu (401). 50% of the Salem flu vaccines were given at off-site clinics (202). A total of 559 pediatric vaccines were administered. 5% of vaccines given in Centralia were flu (9), 7% vaccines given in Salem were flu (28).

### **COVID-19**

This quarter 51 adult COVID-19 vaccines were administered. 3 pediatric COVID-19 vaccines were administered.

### **Narcan:**

23 (total from both sites) Narcan kits were distributed from the Salem and Centralia offices.

Currently the Salem and Centralia offices have the 23-24 COVID formulation vaccine.

The health department has received a small allotment from only the VFC program to provide the RSV monoclonal Ab-Nirsevimab to infants up to 8 months in their first season, or to higher risk children up to the age of 2 years.

The health department has added the Prevnar 20 for adults, and are bringing on the RSV vaccine (Arexvy) for adults.

### ***Outreach***

The health department participated in a Health Fair at Schutt Sports; flu shots were administered and information about the health department's programs were handed out.

Also, participated in a Veterans Resource Fair; flu shots were administered, blood pressure screenings, gave out Narcan, and information about the health department's programs were handed out.

### **b. Terri Adams; Director of Family Services**

WIC Caseload for this quarter was: September 97%, October 97% and November 96%.

Kat Dailey, one of the health departments Breastfeeding Peer Counselors, just received her hearing and vision certification. Hearing and Vision screenings will begin in the county.

WIC on site review was completed at the end of November. Review went well. An informal Family Case Management (FCM) review on December 12, that review went very well.

This quarter:

ASQ's - 184

APORS – 48

Healthworks – 70

Flouride Varnish – 139

Prenatal Depression Screenings – 80

Postpartum Depression Screenings – 49

### **3. Administration: Melissa Mallow**

#### **FY'24 Grants**

All FY24 grants have been approved and contracts signed.

**COVID-19**

Marion County's COVID-19 hospitalization level is currently at a medium. During this quarter there were no deaths and 5 congregate care facilities were in outbreak status.

The health department continues to give free BINAX NOW test kits to congregate care facilities and the Marion County Jail.

***Illinois Stop Payment List:***

Marion County is still on the Illinois Stop payment list since the FY'21 and FY'22 audits have not been submitted yet. Auditors have started on FY21. The health department has been given waivers from DHS and IDPH that allows the health department to still apply for grants and receive grant payments.

***Gun Locks***

The health department received free gun locks from IDPH to distribute to the community. Gun locks are available in the lobbies in the Salem and Centralia offices. So far, 500 gun locks have been given out.

***Public Events***

In October, Ms. Mallow presented respiratory virus season information to the Salem Lions Club.

***Jeans for a Cause***

Every Thursday, staff can wear jeans with a Marion County Health Department shirt for \$2.00. Monies are used for donations to various organizations. This year, donations were made to: Max Dye Toy Drive, FOP Shop with a Cop, and Angel's Cove Pregnancy and Family Support.

**VII. CLOSED SESSION**

None needed.

**VIII. ADJOURNMENT**

Creighton Engel made a motion for adjournment at 7:40 p.m.; Matthew Stedelin seconded the motion. The next meeting is scheduled for March 19, 2024, 7 pm, at the Centralia office.

  

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Cathy Hays, Administrative Secretary

December 20, 2023  
Date