

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

September 19, 2023  
7:00 P.M.

Board Members Present: Kendra Taylor, Michael Morton, Tom Turner, Paula Strother, Kyle Clark, Elizabeth Franczyk, Seth Hahs and Keith Kessler.  
Others Present: Melissa Mallow, Administrator; Caitlyn Crain, Director of Clinical 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 September 19, 2023 at the Marion County Health Department, Centralia office. Kyle Clark called the meeting to order at 7:01 p.m.

### **II. QUORUM**

A quorum of eight board members were present.

### **III. MINUTES**

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

### **IV. SPECIAL ORDERS**

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

At the July 25, 2023 Marion County Board Meeting, Dr. Seth Hahs was appointed to the Board of Health to replace Dr. Aziz Rahman due to his resignation.

Dr. Franczyk, Kendra Taylor, Dr. Clark, Mike Morton, and Dr. Hahs term on the Board of Health will expire on 11/30/23. A letter was sent to the Marion County Board, the Marion County Board will vote on reappointment at their next Board Meeting.

#### **b. Selection of Board Members:**

Tom Turner made a motion for Kyle Clark to remain as the Board of Health President. Paula Strother volunteered to continue as the Board of Health Secretary. Tom Turner, Dr. Kyle Clark and Keith Kessler will remain on the finance committee. Mike Morton seconded the motion. All were in favor; none opposed. Board member selections were approved.

## **V. FINANCIAL REPORT**

Kyle Clark called for a review of the financial report. Melissa Mallow reported the cash flow balance at the end of the 3rd Quarter is \$1,403,811.24.

The revenue for the end of the 3rd Quarter is \$1,288,786.65, which is 81% of the budget.

Expenditures for the end of the 3rd Quarter are \$1,093,651.13 or 68% of the budget.

Revenue over Expenditures is a positive \$195,135.52.

Accounts Receivable are: \$79,968.88.

FCM \$36,761.03

WIC \$20,973.17

Private Insurance \$6,610.00

Public Aid \$1,569.00

Managed Care \$5,687.00

Building Improvement Fund current balance is \$116,610.14.

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

## **VI. OLD BUSINESS**

- a. None

## **VII. NEW BUSINESS**

- a. **Activities:**

1. **Environmental Health: Sean Lemmon, Director of Environmental Health**

Mr. Lemmon and Jenna Davis, Sanitarian, attended the University of Illinois Septic Systems 101 for continuing education; also attended temporary food establishment working group meetings. Ms. Davis has completed six mandatory food program training courses.

3<sup>rd</sup> Quarter program totals:

*Food Protection Program* – 85 routine inspections, 44 follow up inspections, 7 pre-op inspections, 7 complaints investigated and 78 food permits issued.

*Private Sewage Disposal Program* – 20 routine inspections, 19 system installations, 19 septic permits issued.

*Potable Water Supply Program* – 1 water well sampled/tested.

*Body Art and Tanning Programs:* 1 new initial inspection conducted.  
*Vector Surveillance Control Grant:* Surveillance continued at both Marion County Health Department locations. Marion County has had no positive West Nile Virus this quarter. IDPH advises public to watch out for rabid bats and other infested animals, more than two dozen cases of rabid bats found so far. No positive cases in Marion County this quarter.

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

### *STD Testing Information:*

This quarter:

37 STD/Syphilis/HIV cases were investigated.

### *Lead Poisoning Prevention Services*

3 current lead poisoning open cases.

### *TB Monitoring*

50 TB tests were administered.

### *Lab Tests*

208 clients had private pay labs drawn and 3 through our Quest Lab Card service.

### *Communicable Diseases*

39 communicable disease reports were investigated this quarter.

### *FIT tests*

This quarter there were zero FIT tests given.

### *Animal Bites*

19 animal bites were investigated.

### *Immunizations*

A total of 36 adult vaccines were administered. A total of 685 pediatric vaccines were administered.

### *COVID-19*

This quarter 2 adult COVID-19 vaccines were administered. 0 pediatric COVID-19 vaccines were administered.

### *Narcan:*

35 (total from both sites) Narcan kits were distributed from the Salem and Centralia offices. August 31<sup>st</sup>, Ms. Crain participated in an Overdose Awareness Event in Centralia. 22 boxes of Narcan were distributed. (That number is reflected in Narcan total this quarter).

### *COVID-19 Vaccines*

The health department will offer the Fall 2023 COVID-19 vaccine to the public. The health department will bill Medicare Part B, Medicaid, and Private Insurances. Since we are a Vaccine for Children (VFC) provider, it is required to offer the Fall 2023 COVID-19 vaccine to all VFC participants.

### *Education / Outreach*

This quarter the health department showcased education in our lobbies on: Men's Health, National HIV Testing Day, Chronic Disease Day, Substance Use Disorder, National Immunization Awareness, and Water Quality Education.

Ms. Crain was invited and participated in a Health Fair for Radiac employees in June. Caitlyn focused on blood pressure education and also performed blood pressure checks on employees.

Wellness on Wheels – Caitlyn Crain will offer adult flu shots at Community Resource Center (CRC) in Centralia on September 26, 2023.

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

WIC Caseload for this quarter was: June 93%, July 89% and August 95%. Starting June 1, WIC department started seeing most appointments in the office.

Carmen Stanley, Maternal Child Health Nurse, resigned during this quarter. As of September 11<sup>th</sup>, Michelle Hall was hired and will work in the Centralia office.

This quarter:

APORS – 50

Healthworks – 69

Exams – 123

Flouride Varnish – 131

Prenatal Depression Screenings – 72

Postpartum Depression Screenings – 66

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

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

Applications for FY'24 Public Health Emergency Preparedness (\$48,382), Preschool Vision and Hearing 2024 (\$2,695) and SIPA-24 (\$350,000) have been approved. Ms. Mallow has submitted FY'24 Comprehensive Health Protection grant application. Award amount is \$166,491.50 which is an increase of \$42,026.00 from the FY'23 award. The Local Health Protection portion of this grant was increased from \$90,495.00 to \$125,000.00.

### *COVID-19*

Marion County's COVID-19 hospitalization level is currently at a medium. During this quarter there were no deaths and 1 congregate care facility outbreak.

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. Ms. Mallow spoke with Josh, auditor for Wipfli, and Josh stated once the cleanup portion has been completed, the goal is to complete FY'21 audit quickly. Josh will begin work on the FY'22 with a hopeful completion of both FY'21 and FY'22 by end of the calendar year which would put the FY'23 audit on track for Spring 2024.

### *Hepatitis A Exposure*

Do to the health departments response to the Hepatitis A exposure, IDPH requested Ms. Crain do a state-wide presentation at the July 27<sup>th</sup> Webex for all Local Health Department CD Surveillance staff.

### *Marion County Coalition Against Drug Use*

Ms. Mallow is on the Executive Committee and a drug overdose awareness event was held on August 31<sup>st</sup>. There were about 160 people in attendance.

### *Gun Locks*

The health department received free gun locks from IDPH to distribute to our community. The gun locks are available in the lobbies in the Salem and Centralia offices. So far, 300 gun locks have been given out.

### *2022 Annual Report*

Melissa Mallow presented the 2022 Annual Report to the County Board on June 27<sup>th</sup>.

## **b. FY 2024 Budget**

Ms. Mallow stated a balanced budget of \$1,900.894.00. Tom Turner made a motion to accept the FY 2024 Budget; Keith Kessler seconded the motion. All were in favor; none opposed. The FY 2024 Budget was approved.

**VII. CLOSED SESSION**

None needed.

**VIII. ADJOURNMENT**

Keith Kessler made a motion for adjournment at 7:29 p.m.; Paula Strother seconded the motion. The next meeting is scheduled for December 19, 2023, 7 pm, at the Salem office.

  

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Cathy Hays, Administrative Secretary

September 20, 2023  
Date