

Marion County Board of Health Meeting Minutes

March 18, 2025
7:00 P.M.

Board Members Present: Mike Morton, Kendra Taylor, Dr. Matt Stedelin, Dr. Seth Hahs, Keith Kessler, Kyle Clark, Dr. Michael Douglas, and Paula Strother.

Others Present: Melissa Mallow, Administrator; Caitlyn Crain, Director of Clinical Services; Terri Adams, Director of Family Services; Jenna Davis, Supervising Sanitarian; and Cathy Hays, Administrative Secretary.

I. CALL TO ORDER

The Marion County Board of Health met on March 18, 2025 at the Marion County Health Department, Centralia office. Kendra Taylor called the meeting to order at 7:00 p.m.

II. QUORUM

A quorum of eight board members were present.

III. MINUTES

Paula Strother made a motion to accept the December Quarterly Board of Health meeting minutes as presented; Dr. Matt Stedelin seconded the motion. All were in favor; none opposed. The minutes were approved.

IV. FINANCIAL REPORT

Kendra Taylor called for a review of the financial report. Melissa Mallow reported the cash flow balance at the end of the 1st Quarter was \$1,704,858.44.

The revenue for the end of the 1st Quarter was \$251,504.83, or 15% of the total budget.

Expenditures for the end of the 1st Quarter was \$347,469.24, which is 21% of the budget.

Revenue over expenditures is negative \$95,964.41.

Since the Financial Report was completed, the health department has received \$23,041.08 for FCM, \$20,680.49 for WIC and \$75,487.91 for LHPG.

Accounts Receivable were \$87,662.66.

FCM owes \$22,816.93
WIC owes \$21,853.28
Vector owes \$5,790.03
Tick Surveillance owes \$1,728.36
Lead Prevention owes \$11,641.63
Public Aid owes \$726.00
Managed Care owes \$4,601.00
Medicare owes \$507.00
Private Insurance owes \$3,723.00

Building Improvement Fund balance is: \$153,572.94

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

V. OLD BUSINESS

None to report.

VI. NEW BUSINESS

a. Activities:

1. Environmental Health: Jenna Davis, Supervising Sanitarian

1st Quarter program totals:

Food Protection Program - 53 routine inspections and 7 cottage food permits.

Private Sewage Program:

6 permits issued and 4 sewage systems installed/inspected.

Private Water:

0 wells inspected this quarter.

Body Art and Tanning:

1 routine tanning inspection.

In December, Seth Orrill, Marion County Health Department's Health Inspector resigned. The health department has hired Ciara Cain as the health department's Sanitarian.

Ms. Davis completed 12 online IDPH Sanitarian Trainings this quarter.

2. Nursing:

a. Caitlyn Crain, Director of Clinical Services

STD Testing Information:

42 STI, syphilis and HIV cases have been investigated this quarter.

Lead Poisoning Prevention Services:

At the end of February there were 10 current open lead cases.

TB Monitoring:

No active TB cases were reported this quarter. 39 TB tests were administered.

Lab Tests:

240 clients had private labs drawn at the health department.

Communicable Diseases:

28 communicable disease reports were investigated this quarter.

Animal Bites:

There were 9 animal bites investigated this quarter.

FIT Program:

There were no FIT tests completed this quarter.

Narcans:

Total of 9 boxes were given out this quarter from the Salem and Centralia offices.

Immunizations:

This quarter 91 adult vaccines were administered, and 269 pediatric vaccines were administered.

COVID-19

This quarter 17 doses and/or COVID-19 boosters were given.

New information has been completed on the Marion County Health Department's website. New areas of interest are: on the Home page, Trending Health Topics, and under Immunizations, clients are able to access their immunization records through Vax Verify.

Ms. Crain has continued to coordinate with Michelle, Salem High School's Nurse, in welcoming the high schools phlebotomy class/program to observe the health department's lab program.

b. Terri Adams; Director of Family Services

WIC Active Caseload for December was 76%; January 76%; and February 76%.

In February, Terri, along with the WIC Nurses, took a three-hour webinar WIC training.

Once a month, the Breastfeeding Peer Counselor's have a breastfeeding support group. This group alternates each month between Salem and Centralia offices.

This quarter there were 50 - Apors and currently 70 – Healthworks cases.

Billables this quarter were:

Developmental screenings:

ASQ's - 202, with 21 referrals

EPSDT's - 130

Depression screenings for prenatal client: 83

Depression screenings for postpartum clients: 57

Fluoride Varnish Applications: 130

Hearing screenings: 3

Vision screenings: 1

3. Administration: Melissa Mallow

Grants

Illinois has cut some funding from the IDPH's FY26 Budget. IDHS has informed the local health departments that once IDHS knows what the federal funding is they will let the local health departments know about FY26 Budgets.

State of Illinois Court of Claims

On March 18th, the health department received letters that both health department DHS claims have been approved. The health department will receive funds of \$70,930.14 owed to the health department.

Jeans for a Cause

The health department donated \$100.00 to the Centralia High School National Honor Society for their annual food drive.

b. 2024 Annual Report

Ms. Mallow presented the 2024 Annual Report to the Marion County Board on February 25th. Melissa went over the 2024 Annual Report with the Board of Health.

c. FY22 Audit

Ms. Mallow went over the FY22 Audit with the Board of Health. There were no findings for the health department.

Mike Morton made a motion to accept the 2024 Annual Report and the FY22 Audit; Keith Kessler seconded the motion. All were in favor; none opposed. The 2024 Annual Report and FY22 Audit was approved.

VII. CLOSED SESSION

None needed.

VIII. ADJOURNMENT

Mike Morton made a motion for adjournment at 7:32 p.m.; Keith Kessler seconded the motion. The next meeting is scheduled for June 17, 2025, 7 p.m., at the Salem office.



Cathy Hays, Administrative Secretary

March 19, 2025
Date