

**Marion County Board of Health
Meeting Minutes**

June 21, 2022
7:00 P.M.

Board Members Present: Elizabeth Franczyk, Creighton Engel, Michael Morton, Kendra Taylor, Keith Kessler, Kyle Clark and Thomas Turner.
Others Present: Melissa Mallow, Administrator; Caitlyn Crain, Director of Clinical Services; Sean Lemmon, Director of Environmental Health; Terri Adams; Director of Family Services; and Cathy Hays, Administrative Secretary.

I. CALL TO ORDER

The Marion County Board of Health met on June 21, 2022 at the Marion County Health Department, Salem office. Tom Turner called the meeting to order at 7:00 p.m.

II. QUORUM

A quorum of seven board members were present.

III. MINUTES

Keith Kessler made a motion to accept the March Quarterly 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

Tom Turner called for a review of the financial report. Melissa Mallow reported the cash flow balance at the end of the 2nd Quarter is \$1,234,572.60.

The revenue for the end of the 2nd Quarter is \$1,002,546.74, or 75% of the total budget.

Expenditures for the end of the 2nd Quarter is \$652,063.13, or 49% of the budget.

Revenue over Expenditures is + \$350,483.61.

Accounts Receivable are \$237,127.30.

Outstanding grants to be received.

Family Case Management is \$34,159.89

WIC is \$77,435.24

Private Insurance Billing outstanding is \$6,090.00

Emergency Preparedness is \$11,984.18

Breastfeeding Peer Counselor is \$10,771.40

Covid 19 Response Grant is \$21,731.98
Covid 19 Response Grant is \$17,436.99
Covid Mass Vaccination Grant is \$21,503.68
Public Aid is \$1,820.00
Managed Care is \$12,232.00

Building Improvement Fund balance is \$115,791.11
Tom Turner stated the upstairs balcony needed repair. Ms. Mallow confirmed she would look into repairs for the balcony.

Mike Morton 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

a. None to report.

VI. NEW BUSINESS

Activities:

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

This quarter environmental health has completed 51 food routine inspections and issued 63 permits. 16 septic permits issued. 1 water well permit issued this quarter.

Mr. Lemmon completed a Salem Walmart remodel plan review this quarter.

On April 6, 2022, Sean attended an Illinois Department of Public Health (IDPH) Cottage Food Act 2022 Presentation webinar. Also on May 19, attended an IDPH West Nile Virus (WNV) Bird collection training webinar.

One bird has been sent for WNV testing, results were negative.

2. Nursing:

a. Caitlyn Crain, Director of Clinical Services

STD Testing Information:

57 STD syphilis and HIV cases have been investigated this quarter.

Lead Poisoning Prevention Services:

There are three current open cases of lead this quarter.

On June 21, 2022 Caitlyn had a Lead Poisoning Prevention over the phone review. There were zero findings and review went well.

TB Monitoring:

No active TB cases were reported this quarter.

Lab Tests:

257 clients had private pay labs drawn at the health department and 12 clients had labs drawn through our Quest Lab Card agreement.

The health department has hired a part-time phlebotomist, Peyton Ackermann. She began employment at the end of March.

Communicable Diseases:

25 communicable disease reports were investigated this quarter.

FIT Program:

3 FIT tests was completed this quarter.

Narcan:

Total of 17 boxes were given out this quarter from both Salem and Centralia offices.

Immunizations:

This quarter 59 adult vaccines were administered and 360 pediatric vaccines were administered.

COVID-19

This quarter 122 doses and or COVID-19 boosters were given.

Blood Pressure and Blood Sugar Screenings

This quarter, there were 27 blood pressures taken and 12 blood sugars taken. The blood pressure and blood sugar screenings have been changed to a walk-in format versus clinic days.

Deb Spencer, the health department's Salem front desk secretary, has announced her retirement. Her last day is July 15, 2022.

b. Terri Adams; Director of Family Services

Seeing more clients in the office; however still having quite a few over the phone appointments.

Department of Health and Human Services has extended the physical presence waiver through mid-October.

WIC, FCM and Breastfeeding Grants got an increase for the 2023 grant period.

Tara Donoho, RN one of our Maternal Child Health Nurse's resigned, her last day was June 16. The health department will fill this position.

Linda Hawkins, breastfeeding peer counselor, is retiring in September. The breastfeeding peer counselor position will be filled upon her retirement.

**4. Administration: Melissa Mallow
Grants**

Melissa has submitted all FY23 grant applications. All FY23 grants have been approved, still waiting approval for Vision and Hearing and PHEP.

Currently the health department has been approved for the WIC grant for \$259,720.00, Breastfeeding Peer Counselor \$37,630.00, WIC Farmer's Market \$1,000.00, Comprehensive Health Protection Grant (local health protection, body art, ground water, lead poisoning prevention and response, safe drinking water, vector surveillance and tanning) is \$124,465.50. FCM/High Risk Infant Follow Up is \$237,930.00. Three COVID grants that will continue into FY23. The COVID-19 Crisis grant is a total of \$96,628.00, COVID-19 Response grant is a total of \$200,000.00 and COVID-19 Mass Vaccination grant is a total of \$165,800.00.

COVID-19

On May 31, 2022, IDPH contact tracing surge center ceased operations. On June 1, 2022, IDPH started sending out text messages to positive COVID-19 cases reported in the Illinois National Electronic Disease Surveillance System (I-NEDSS). The text message provides positive cases the opportunity to call an automated information line or click on the website link for additional guidance on isolation, close contact notification and resource availability. Local health departments will continue to respond to positive cases in congregate care facilities.

The health department continues to give free VINAX NOW and iHealth test kits out to Long Term Care Facilities, schools, and the Marion County Jail.

Currently, per CDC, Marion County's positivity rate is 11.96%. There are four Marion County congregate care facilities in outbreak status.

Marion County Vaccine Statistics: There has been 42,856 COVID-19 vaccine doses administered in Marion County. 16,780 Marion County residents are fully vaccinated, which is 44.60% of the county's population. In Marion County 6.08% of 5-11 years old have been fully vaccinated; 23.50% of 12-17 years old have been fully vaccinated; 46.10% of our 18-64 years old have been vaccinated and 80.95% of our 65 years and older population have been vaccinated.

FY20 Audit

Audit has been completed; however the health department has not received an official copy.

Local CURE Program

The health department submitted a reimbursement request to the Illinois Department of Commerce & Economic Opportunity's Local CURE program. Request amount was \$102,617.12, amount was approved and received on March 16, 2022.

VII. 2023 RAISES

Ms. Mallow presented a 5% raise to the Board of Health for all staff for FY23. The Board went into Closed Session to discuss Exception 1.) Personnel Matters.

The Board came out of Closed Session and Kendra Taylor made a motion to accept the 5% FY23 raise and to raise two part-time employees pay to meet new minimum wage requirements; Keith Kessler seconded the motion. All were in favor; none opposed. The 5% FY23 raises and part-time pay increase was approved.

VIII. CLOSED SESSION

At 7:36 Tom Turner requested to go into closed session to address Exception 1.) Personnel Matters.

IX. CAME OUT OF CLOSED SESSION

At 7:43 Creighton Engel made a motion to come out of closed session; Mike Morton seconded the motion. All were in favor; none opposed. The Board came out of closed session.

X. ADJOURNMENT

Keith Kessler made a motion for adjournment at 7:44 p.m.; Creighton Engel seconded the motion. The next meeting is scheduled for September 20, 2022, 7 pm, at the Centralia office.



Cathy Hays, Administrative Secretary

June 22, 2022
Date

Kyle Clark, Board of Health Secretary

Date