

**PIKE COUNTY HEALTH DEPARTMENT BOARD OF HEALTH  
MEETING MINUTES**

DATE: January 28, 2021

**Members Present:**

Dr. David Iftner	Julie Plattner	Jennifer Niebur	Dr. Christopher Wagoner
Jim Sheppard	Dr. Brett Schafer	Tom Leahy	Katherine Rowles

**Members Absent:**

Becky Motley	Danielle Benz
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**Others Present:**

Anita Andress	Paula Dean	Kim Ator
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The meeting was called to order at 6:05 p.m. by President Dr. David Iftner.

Agenda was approved on a motion made by Katherine Rowles, 2<sup>nd</sup> by Dr. Wagoner, vote taken, motion carried.

Minutes of the November 19, 2020 BOH meeting were approved on a motion made by Tom Leahy, 2<sup>nd</sup> by Katherine Rowles, vote taken, motion carried.

Anita Andress reported on the following:

**Home Health**

- An unannounced Medicare review was held January 25<sup>th</sup> – January 28<sup>th</sup>. No deficiencies were found.
- Staffing – A full-time RN was hired, Amy Lister and a full-time RN, Kelle Monroe went to part-time.

The Home Health program had one new policy; Exposure to the Coronavirus and six revised policies; Negative Pressure Wound Therapy, Measuring Wounds & Non-removeable Dressings, Time Records, LPN Scope of Practice, Home Health Aide, and On-Call Nurse. Policies were approved on a motion made by Katherine Rowles, 2<sup>nd</sup> by Jennifer Niebur, vote taken, motioned carried.

Home Health report was approved on a motion made by Katherine Rowles, 2<sup>nd</sup> by Jim Sheppard, vote taken, motioned carried.

**Emergency Preparedness**

- COVID-19 Activities
  - Vaccination clinics started the middle of December for healthcare personnel. During that time, PCHD had to turn down doses as there were not enough healthcare personnel to receive the vaccine and we had to stay in Phase 1a. of the IDPH Mass Vaccination Plan. Clinics continue on a weekly basis. Vaccine doses have been transferred to Illini Rural Health Clinic and QMG to assist in vaccinating the population of Phase 1b. PCHDs current focus are individuals 65 years and older and school personnel. The waiting list has grown to over 1,700 persons in the 65 and older age group wanting the vaccine. Adams County Health

Department has opened their vaccination clinics to Pike County residents 65 and older. A total of 627 vaccines have been administered to date, with approximately 150 individuals receiving their 2<sup>nd</sup> dose of vaccine.

- The Federal Pharmacy Program set-up to vaccinate long term care facilities (LTC) was delayed from its original start date.
  - Contact tracing activities continue at PCHD. To date we have had over 1,600 cases in Pike County. Forty-nine cases are currently active, and 47 deaths have been reported. The majority of deaths reported were at LTC facilities.
  - Rapid antigen testing kits have been given to the Sheriff's Department to detect any asymptomatic individuals coming into the jail, to minimize an outbreak.
- COVID-19 Grants/Funding
    - We were recently notified of a grant to support Mass COVID Vaccinations. Funding amount is \$100,000. Once grant application is submitted and approved a lump sum payment will be received.
    - COVID Contact Tracing grant funds still available are \$408,816. We have expended \$272,578 to date.
    - COVID CURES funding request has been approved. Payment of \$76,000 will be received soon.
    - There is some funding available through FEMA/IEMA. Anita has reached out to Josh Martin and Natalie Roseberry for assistance on submitting documentation for reimbursement.

Emergency Preparedness report was approved on a motion made by Tom Leahy, 2<sup>nd</sup> by Jennifer Niebur, vote taken, motioned carried.

Kim Ator presented the following Financial reports:

- Audits
  - An audit through the Department of Human Services was started the end of November. Documents were submitted but no follow-up information has been received.
  - The County's auditors were onsite the middle of January. The County contracted with a new company, Wipfli LLP, to complete the audit.
- Fiscal Office Activities
  - Health insurance payments from PCHD now include the \$150 HSA payment for those employees on the high deductible health plan.
  - PCHD is paying the County for contracted IT Services through GFI Digital monthly.
  - No SIU lease payments have been received. There was a glitch in their system which has been corrected, so payments should be forth coming.
  - Quick Books has been set-up and is in use beginning with the new fiscal year, December 1, 2020. Hopefully reports useful to the Board will be brought to the next BOH meeting.
  - Land fill funds and TB funds will remain level this fiscal year.

The financial report was approved on a motion made by Katherine Rowles, 2<sup>nd</sup> by Dr. Schafer, vote taken, motion carried.

Anita Andress presented the following Administrative reports:

- Unfinished Business
  - Administrator's Evaluation – Anita's 17-year evaluation was due July 2020 but was not completed due to the COVID-19 pandemic. Her 17 year and 18-year evaluations will be combined and completed this summer.
  - A vacancy remains on the Board of Health. Please email any suggestions for board members to Paula or Anita. Anita will then work with Jim Sheppard for the new appointment.
  - We continue to work with the Mental Health Centers of Western Illinois (MHCWI) on a lease agreement. MHCWI building has been sold and their current lease with the new owner ends soon.
  
- New Business
  - An additional lease agreement will need to be signed with SIU for office space and RN services for psychiatric patients. SIU plans to have a psychiatrist provide services 1 day a week, with some patients needing injections by an RN.
  - Agency evaluations and plans for FY20 are currently delayed due to the pandemic.
  - PCHD is working with Cass County Health Department to contract for LEHP services.
  - A large event at a Griggsville bar is being held in February. Staff will reach out to the city and owner to discuss precautions.
  - THE IPLAN was to be completed in September 2020. A six-month extension was submitted and accepted. Ms. Andress is working with the program coordinator due to limited staff time and resources to complete the process due to the pandemic.

A motion to allow Administrator, Anita Andress, to sign the SIU Behavioral lease agreement, after being reviewed by the State's Attorney, was made by Katherine Rowles, 2<sup>nd</sup> by Jennifer Niebur, vote taken, motion carried.

Administrative report was approved on a motion made by Jennifer Niebur, 2<sup>nd</sup> by Tom Leahy, vote taken, motion carried.

President Dr. Iftner noted there were no public comments.

Next meeting date will be April 22, 2021 at 6:00 p.m. in the Pike County Health Department classroom.

Meeting was adjourned at 7:25 pm by President Dr. Iftner.

Respectfully submitted,

Jennifer Niebur  
Secretary