

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

DATE: February 9, 2023

Members Present:

Dr. David Iftner	Tom Leahy	Jennifer Niebur	Danielle Benz
Becky Motley			

Members Absent:

Dr. Brett Schafer	Andy Borrowman	Julie Plattner	Dr. Christopher Wagoner
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Others Present:

Anita Andress	Paula Dean	Kim Ator	Sharon Bargmann
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The meeting was called to order at 6:00 p.m. by President Dr. David Iftner.

Agenda was approved on a motion made by Tom Leahy, 2nd by Jennifer Niebur, vote taken, motion carried.

Minutes of the October 27, 2022, BOH meeting were approved on a motion made by Jennifer Niebur, 2nd by Tom Leahy, vote taken, motion carried.

Anita Andress presented the following Environmental Health report:

- Food Program
 - Electronic Inspections – Software implementation is going well. Lynnette Johns is doing some training with Cass County Health Department.
- Radon and West Nile Virus – PCHD will have a booth at the WGEM Home and Living Show in March to promote these programs.
- Staffing – Our contract with Adams County Health Department for an LEHP is going well.
- Environmental Health Advisory Committee – Members are need for the EH Advisory Committee. If anyone knows someone who would like to serve on the committee, please let Anita know.

Environmental Health report was approved on a motion made by Danielle Benz, 2nd by Jennifer Niebur, vote taken, motioned carried.

Sharon Bargmann presented the following Home Health reports:

- Staffing – We currently have 1 full-time HH registered nurse, 1 full-time HH licensed practical nurse, 1 full-time physical therapist, 1 contracted physical therapy assistant and 1 full-time Home Health Aide. We continue to run ads for RN and HHA positions. Due to staffing we are only accepting referrals for Pike County residents. When fully staffed we are able to see patients from surrounding counties.

- Star Ratings – Our Star Rating was 4 out of 5 stars as of 1/23/23.
- A permit from the Illinois Department of Labor to relax the One Day Rest in Seven Act has been received. This allows our Home Health nursing staff to work more than seven days in a row, which includes being on call.

Home Health had one new policy, COVID Vaccination and Testing. The policy was approved on a motion made by Becky Motley, 2nd by Jennifer Niebur, vote taken, motion carried.

Home Health report was approved on a motion made by Tom Leahy, 2nd by Danielle Benz, vote taken, motioned carried.

Sharon Bargmann and Anita Andress presented the following Public Health reports:

Maternal & Child Health/Health Promotion:

- Staffing – The two new program coordinators are doing well. Amanda Sledge is the new Family Planning Coordinator and Desirae Thiele is the new Communicable Disease Coordinator.
- WIC/Family Case Management (FCM) – WIC in-person visits and FCM home visits will resume in April.
- Immunizations – Immunization walk-in clinics have increased from twice a month to twice a week, every Monday and Thursday from 1:00 – 4:00 pm during the winter months. All vaccinations are available at these clinics. ACHD sends a nurse and a secretary to work the clinics. Our Vaccine for Childrens Program (VFC) was renewed with IDPH and signed by local provider Dr. Ayca Raif.
- Communicable Disease – ACHD assisted with a possible chicken pox case in a local school. It was determined that it was not chicken pox.

Emergency Preparedness

- COVID-19 Activities
 - PCR testing was discontinued the end of December. The company we were using discontinued the testing. We currently have rapid tests kits for the public to pick-up for testing.
 - Contract Staff – A luncheon was held recently to thank the contract staff for their months of assistance with our COVID vaccination clinics.
 - ACHD Emergency Preparedness Coordination is currently reviewing our Strategic National Stockpile plan.

Public Health reports were approved on a motion made by Danielle Benz, 2nd by Jennifer Niebur, vote taken, motioned carried.

Kim Ator presented the following Financial reports:

- Fiscal Report
 - Checking account balance as of today is \$449,127.00. There is currently \$104,000.00 in accounts payable to be paid this week.
 - We have used 22% of our budget so far this fiscal year.

- Currently looking for assistance with QuickBooks and invoicing.
- PCHD will be the first county office to utilize the time-keeping portion of Paycom. It is currently being built to meet our needs.
- Some of the balance is pre-payment for the Mass Vaccination grant.
- PCHD has received a waiver from IDHS and IDPH for payments to continue even after being placed on the State of Illinois “Stop Payment List” due to the County audit not being completed.
- Upcoming Grants – New grants from IDPH will be opening soon. One is for the continuation of COVID, flu and monkeypox vaccines. The grant period will be October 2022 – September 2023. PCHD will receive \$100,000. Another grant that is anticipated is a public health workforce grant. No details have been provided on this funding yet.

The financial report was approved on a motion made by Tom Leahy, 2nd by Jennifer Niebur, vote taken, motion carried.

Anita Andress presented the following Administrative reports:

- Unfinished Business
 - There are currently two vacancies on the Board of Health. Anita has reached out to the contract nurses to see if anyone would like to be on the board. One nurse has shown interest and will observe the next meeting before agreeing to serve. Becky Motley will check with providers at QMG to see if any would be willing to serve. Any recommendations will be sent to the County Board Chairman.
- New Business
 - FY22 Annual reports are almost finalized. Once they are complete they will be placed on the health departments website.
 - Medical Director – Dr. Jim Daniels with SIU Center for Family Medicine has agreed to serve as an interim, possibly permanent Medical Director. The Board of Health will need to appoint him at the next meeting.

A motion to appoint Dr. James Daniels as Medical Director was made by Tom Leahy, 2nd by Danielle Benz, vote taken, motion carried.

A motion to appoint Julie Plattner as Vice-President was made by Tom Leahy, 2nd by Jennifer Niebur, vote taken, motion carried.

The Administrative report was approved on a motion by Danielle Benz, 2nd by Jennifer Niebur, vote taken motion carried.

President Dr. Iftner noted there were no public comments.

Next meeting date will be April 27, 2023, at 6:00 p.m. in the Pike County Health Department classroom.

Meeting was adjourned at 7:03 pm by President Dr. Iftner.

Respectfully submitted,

Jennifer Niebur
Secretary