

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held February 15, 2021, starting at 6:30 pm, in the third-floor conference room of the St. Clair County Health Department, 19 Public Square, Suite 150, Belleville, Illinois and via teleconference for any visitors wishing to attend.

Members Present: William Kreeb - President, Cindy Thompson, John West, Dr. Julie Wittenauer and Dr. Kelly Wood.

Members Excused: Dr. Tracy Biermann, Matt Smallheer and Dr. Leo Dumstorff,

Others Present: Executive Director Myla Oliver-Blandford, Deputy Director Kathy Weisenstein, Sharon Valentine, Director of Environmental Division, Susan Rehrig, Director of Infectious Disease Prevention Division, Keondra Harris, Director of Personal Health Division; Janet Cronin, Accounting Manager, Brenda Fedak, Organizational Communications Manager.

PLEDGE OF ALLEGIANCE

All were asked to stand and recited the Pledge of Allegiance.

CALL TO ORDER

President. Kreeb called the meeting to order at 6:30 p.m. and opened the meeting to public comment as required under the Open Meetings Act. There were no public attendees present.

In Dr. Dumstorff's absence, President Kreeb appointment President-Elect Dr. Wittenauer as acting secretary for the meeting.

All members present received via email, or United States Postal service, a Board packet containing: the agenda, minutes to the previous Board meeting, Division Directors' Reports, the Finance/Personnel Committee Report, statistical report, various financial reports including the payment register, balance sheet, budget to actual reports on detailed income, Risk Assessment and SCCHD January 2022 Stats.

MINUTES

Mr. West moved, and Dr. Wood seconded a motion to accept the minutes of Board of Health held on February 15, 2022. The motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Oliver-Blandford presented the following COVID-19 and agency updates:

- a. Currently, COVID case rate is at 222 per 100,000 population: Current goal is 50 cases per 100,000. 65% of SCC's population \geq 5 years of age and above are fully vaccinated.
- b. IDPH adopted the CDC's recommendation to shortened Moderna's booster interval to 5 months. There is no longer a 90 day wait for Monoclonal Antibody treatment.
- c. The Health Department continues to host a vaccine clinic at the 330 W Main Street location in Belleville. Current State contract extended until the end of March. In

addition, the Health Department continues to hold pediatric clinics at the health department. Clinics will move to daytime hours starting in March. Vaccine for 6 months to 4-year-old is hopefully expected to be approved sometime in April.

- d. SCC EMA briefing continues to be held weekly on Wednesdays until the end of February.
- e. The Local 100 Union Agreement was approved and signed County Board on January 31, 2022.
- f. A noted in the Personnel and Finance report, the application for insurance coverage for the Medical Director position has been submitted and waiting on a quote. The estimate is expected to be no more than \$15,000.
- g. IPLAN was officially submitted for approval.
- h. Staff is in the final stages of compiling information and rewriting the submission for PHAB reaccreditation review slated for February 25, 2022.
- i. COVID Contact Tracing pivot to the State happened January 13, 2022. Everything seems to be going ok with the transition. Unspent funds grant funds are being utilized to upgrade workspaces related to COVID and a media campaign to promote the Health Department. A Request for Proposal (RFP) will be published asking for bids to implement this will go out as soon as details have been outlined.
- j. Staff is in the process of gathering and updating information for the Annual Report. New photos are being taken for Board Members, Directors and Managers. Currently plan to have the Annual Report complete to approve for the March Board of Health meeting.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Dr. Wittenauer began the Finance Committee report with the expense claims processed since the January Board of Health meeting reflect the usual and customary transactions by the Department. The Executive Director has reviewed the expense documentation and recommends Board approval of the expense claims. Mr. West moved and Dr. Wood seconded the motion to approve the expense claims. The motion carried.

Dr. Wittenauer continued, the Health Department was informed by County Administration that the cost of medical insurance for each health department employee electing for county medical benefits will remain the same as 2021 cost at \$1,350 per month per employee.

Dr. Wittenauer reported the Executive Director and Accounting Manager have completed the annual review of the Department's Risk Assessment. This Risk Assessment identifies fiscal and program risks and the controls in place to prevent loss and is part of a countywide review process conducted in accordance with governmental accounting standards. Mr. West moved and Ms. Thompson seconded the motion to approve the annual review of the Risk Assessment. The motion carried.

Dr. Wittenauer continued with the personnel matters and updates reporting the underwriter from the insurance company is reviewing the Medical Director contract for coverage requirements to provide the health department with a quote for Medical Malpractice Insurance for the Medical Director position.

Dr. Wittenauer concluded with the following Personnel Matters and Health Department staffing update:

- Ms. Janel Parker gave notice on January 27, 2022 and resigned her position as a part-time Public Health Nurse effective February 10, 2022.
- Ms. Alexa Hall gave notice on January 31, 2022 and resigned her position as Director of Clinical Services and Systems effective February 11, 2022.
- Ms. Debbie Kraft has accepted a lateral transfer from a temporary full-time C2 COVID Data Coordinator to a full-time C2 Data Analysis Coordinator position within the Infectious Disease Prevention Division of the St. Clair County Health Department effective January 16, 2022.
- Ms. Megan Aylor-Burr has accepted the position of Clinical Services LPN effective January 24, 2022.
- Ms. Linda Hickey has accepted a transfer from a S2 Secretary II position to a C2 Disease Intervention Specialist position within the Infectious Disease Prevention Division of the St. Clair County Health Department effective January 30, 2022.
- Ms. Sue Tinge has accepted a transfer from a temporary S4 COVID Contact Tracer position to a C2 Disease Intervention Specialist position within the Infectious Disease Prevention Division of the St. Clair County Health Department effective January 30, 2022.
- Ms. Cher Wiltsie has accepted a transfer from a temporary S4 COVID Contact Tracer position to a C2 Disease Intervention Specialist position within the Infectious Disease Prevention Division of the St. Clair County Health Department effective January 30, 2022.
- The COVID Team's employment, which includes Contact Tracers, has been extended through April 30, 2022.

The Health Department is currently seeking to fill:

- Within the Personal Health Promotion and Wellness Division and Clinical Services and Systems:
 - Three (3) Full-time Clinical Services Representatives.
 - Three (3) Full-time Staff Nurses.

DIVISION UPDATES:

The Deputy Director reviewed the Administration Division and the Clinical Systems and Services Division reports. The Accounting Manager highlighted points in the financial reports. The Director of Environmental Programs, the Director of Infectious Disease Prevention and the Director of Health Promotion and Wellness Division reviewed their respective division's activities.

LIAISON REPORTS

Health Care Commission

Executive Director Oliver-Blandford reported BJC's Health Assessment has been moved to March 2022.

W.C. Scrivner Public Health Foundation

Executive Director Oliver-Blandford the PHF Scrivner Scholarship information is being updated and will be sent out shortly. Application deadline is April 15, 2022. Scholarships will be awarded May 10, 2022.

Illinois Public Health Association

Executive Director Oliver-Blandford reported IDPH is planning to sunset the COVID Positivity Rate. In addition, the Health Department will also be evaluating what COVID stats to report.

Adjournment

The meeting adjourned at 7:21 p.m. with a motion from Ms. Thompson and a seconded from Dr. Wittenauer. The motion carried unanimously. Next meeting is March 15, 2022 at 6:30 pm.

Respectfully submitted,

Dr. Julie Wittenauer
Acting Secretary