

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held August 16, 2022, 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, Dr. Leo Dumstorff - Matt Smallheer, Cindy Thompson, John West and Dr. Kelly Wood.

Members Excused: Dr. Julie Wittenauer.

Others Present: Executive Director Myla Oliver-Blandford, Deputy Director Kathy Weisenstein, Sharon Valentine, Director of Environmental Programs, Director Susan Rehrig, Director of Infectious Disease Prevention, Janet Cronin, Accounting Manager, Brenda Fedak, Organizational Communications Manager and Jessica Silvia, School Nurse for West Jr. High School, Belleville School District 118.

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. Jessica Silvia was present at the board meeting. All board members present received via email, or United States Postal service, a Board packet containing: the agenda, minutes to the previous Board meetings, 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.

MINUTES

Mr. West moved, and Dr. Dumstorff seconded a motion to accept the minutes of Board of Health held on July 19, 2022. The motion carried unanimously.

PRESIDENT'S REPORT

President Kreeb officially welcomed Ms. Jessica Silvia and invited her to introduce herself. Ms. Silvia stated she was a school nurse at West. Jr. High and was required to observe the county health department board meeting as part of her continuing education requirements.

President Kreeb stated an Executive Director Evaluation Committee needed to be appointed and asked for volunteers. Dr. Dumstorff, Mr. West and Mr. Smallheer volunteered to serve on this committee. In addition, a nominating committee was needed to prepare the slate of officers for the 2023 board year, as well as nominate new members to the board. Dr. Wood, and President Kreeb will serve on this committee.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Oliver-Blandford presented the following agency update:

- a) Per CDC guidelines, St. Clair County's COVID-19 Community level is currently at the HIGH level. 7-day average case rate is 180.99; New COVID-19 hospital admissions per 100,000 population is 10.2; 4.6% of staffed inpatient beds are in use by patients with confirmed COVID-19; St. Clair County's overall COVID vaccination rate: 64.3%, and 68.5% for ages 5 and over.
- b) CDC released new COVID guidelines on Thursday, August 11th. No quarantine requirements for those exposed to a COVID positive case if they are non-symptomatic and test to stay in schools will no longer be required. Isolation remains at 5 days with masking for an additional 5 days. However, caveat to ending masking after day 5 is to have two negative antigen tests 48 hours apart starting with day 6.
- c) Monkeypox (MPV) update: 1 confirmed, two probable cases in St. Clair County. Health department has administered vaccine in conjunction with community partners. Contact tracing ongoing.
- d) The health department is in the process of ordering the new Novavax vaccine and will begin administering as soon as everything is in place.
- e) Website updates are still underway. Photoshoot is tentatively scheduled for the first week of September.
- f) Wage Restructure Summary (discussion from P & F) : Dr. Moore is preparing a Memorandum of Understanding (MOU) with details pertaining to the Revised Wage Restructure for the remaining, non-union positions at the St. Clair County Health Department. The MOU will be forwarded to Board members after it is received from County Administration. There currently is nothing available for the Board to approve.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Dr. Dumstorff began the Finance Committee report with the expense claims processed since the August 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. Smallheer moved, and Dr. Dumstorff seconded a motion to approve the expense claims. The motion carried.

Dr. Dumstorff continued, the State of Illinois requires the excess of any grant funds received over the cost of operating a program be returned to the State, this year the refunds are due back by September 1, 2022. Currently, the Health Department anticipates returning \$18,493.60 to Illinois Department of Public Health for Genetics and \$42,645.33 for Local Health Protection Grant. The Executive Director has reviewed the expense documentation and recommends Board approval of the expense claims. Ms. Thompson moved, and Mr. Smallheer seconded a motion to returning \$18,493.60 to Illinois Department of Public Health for Genetics and \$42,645.33 for Local Health Protection Grant as required by the grant deliverables. The motion carried.

Dr. Dumstorff reported the Board of Health must submit the annual public health tax levy request to be included in the County Board Levy Ordinance. The Executive Director recommends that the Board approve a request for the public health tax at the rate of .0279 per \$100 assessed valuation. Based upon the anticipated assessed valuation of the County, this rate will generate approximately \$1,544,490 in the 2023 County fiscal year if the County Board does not abate the tax. Dr. Wood

moved, and Ms. Thompson seconded a motion to approve a request for the public health tax at the rate of .0279 per \$100 assessed valuation. The motion carried.

Dr. Dumstorff continued, the Director of Environmental Programs is requesting a change to the sewage application process and issuance of sewage permits to include email as an option to send and receive applications, as well as issue sewage permits. Upon approval of the sewage application, the permit, in PDF (Portable Document Format) format, would be sent to the applicant via email with a read receipt request from the recipient. The Executive Director has reviewed the requested change in the sewage permit process and recommends Board approval of this request. Ms. Thompson moved, and Dr. Dumstorff seconded a motion to approve a change to the sewage application process and issuance of sewage permits to include email as an option to send and receive applications and sewage permits. The motion carried.

Dr. Dumstorff reported, Dr. Moore, on behalf of County Administration, is preparing a Memorandum of Understanding (MOU) with details pertaining to the Revised Wage Restructure for the remaining, non-union positions at the St. Clair County Health Department. The MOU will be forwarded to Board members after it is received from County Administration. There currently is nothing available for the Board to approve.

Dr. Dumstorff concluded with the following Health Department staffing update:

The Health Department is currently seeking to fill:

Within the Health Promotion and Wellness Division and Clinical Services and Systems Divisions:

- Two (2) full-time Nurse Manager
- Three (3) full-time Staff Nurses and one (1) part-time Staff Nurse within the Infectious Disease Prevention Division:
- One (1) full-time Clinical Services Nurse (LPN)

DIVISION UPDATES:

The Deputy Director shared some highlights from the Administration Division and the Health Promotion & Wellness Division/Clinical Systems & Services Divisions. The Accounting Manager highlighted points in the financial report. Both the Infectious Disease Prevention Director and the Environmental Programs Manager reviewed highlights for their respective divisions.

LIAISON REPORTS

Health Care Commission

Executive Director Blandford reported the Health Care Commission is scheduled to meet September 13, 2022. Healthier Together workgroup is scheduled to meet August 19, 2022.

W.C. Scrivner Public Health Foundation

Executive Director reported the Scrivener Golf Tournament Fundraiser was held Saturday, August 13, 2022. Approximately \$3,500 was raised from the event. Ms. Helene Seibert from the Scrivner

Board nominated Ms. Barb Hohlt for the Distinguished Service Award. Director Blandford asked board members if they were willing to meet for a lunch meeting to present Ms. Hohlt and Ms. Bierman, retired board member, with their plaques. Board members supported the idea.

Illinois Public Health Association

Executive Director Oliver-Blandford reported attendance at IPHA 's upcoming meeting will be both in person and virtual.

Adjournment

The meeting adjourned at 7:24 p.m. with a motion from Mr. West and a seconded from Dr. Dumstorff. The motion carried unanimously. Next meeting is September 20, 2022 at 6:30 pm.

Respectfully submitted,

Dr. Dumstorff
Secretary