

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held May 16, 2023, 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: Dr. Julie Wittenauer – President, Dr. Leo Dumstorff – President-Elect, William Kreeb, John West, and Dr. Kelly Wood.

Members Excused: Matt Smallheer and Cindy Thompson.

Others Present: Executive Director Myla Blandford, Deputy Director Kathy Weisenstein, Barbara Whitaker, Director of Clinical Services & Systems, Sharon Valentine, Director of Environmental Programs, Susan Rehrig, Director of Infectious Disease Prevention, Janet Cronin, Accounting Manager and Brenda Fedak, Organizational Communications Manager.

PLEDGE OF ALLEGIANCE

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

CALL TO ORDER

President Wittenauer called the meeting to order at approximately 6:30 p.m. and opened the meeting to public comment as required under the Open Meetings Act. 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 and Tax Levy Ordinance.

MINUTES

Dr. Dumstorff moved, and Dr. Wood seconded a motion to accept the minutes of the Board of Health held on May 16, 2023. The motion carried unanimously.

PRESIDENT'S REPORT

President Wittenauer reminded board members to complete their OMA training and send their certificate of completion to the Executive Director. OMA training is required yearly for Board of Health members. President spoke briefly about the May 11th, 2023 official end to the Emergency Order pertaining to COVID-19 Pandemic and deferred to the Executive Director for further comment.

EXECUTIVE DIRECTOR'S REPORT

- a) **MAY 11TH (celebration): COVID Community levels: LOW; Transmission level: Moderate** CR:21.95; St. Clair County's COVID-19 Community level is currently at the LOW level and Transmission Rate is at MODERATE. New COVID-19 hospital admissions per 100,000 population is 2.5; 1.5% of staffed inpatient beds are in use by

patients with confirmed COVID-19; St. Clair County's COVID-19 vaccination rate is 70% (primary series) for ages 5 and over.

- b) The COVID and Flu testing and COVID vaccines continue at the Health Department. FREE Walk-in COVID and Flu testing Monday-Friday 8 am to 4 pm daily, with SCCHD staff providing the services. COVID Vaccines remain FREE, but are by appointment.
- c) Medical Director Alternate Agreement – Finalizing agreement/insurance COI correspondence. Currently waiting for a CV from Dr. Badahman's replacement while he is out of the country. Board members will receive a copy of the CV when it's received.
- d) SCCHD is working with East Side Health District & hospitals to develop systematic data collection process for CHAs.; A proposal was made to Healthier Together at the meeting on 4/25 for operational support of Workgroups. Proposal was declined. Healthier Together's future funding is uncertain at this time. LHDs & Hospitals will continue to collaborate.
- e) The FOURCE Group's "Post COVID Wellness" Campaign underway; Back To School digital promotions to begin in June; difference between budgeted amounts & BOH \$100,000 approved though December 2023. Need approval for additional \$11,000 to expend grant budgets; This does not have to go out for bid. Per county, RFP for new projects.
- f) April 21: DQ Blizzards were ordered and handed out to staff for Employee appreciation. Upcoming Trainings and Events: American Red Cross Shelter was held on 5/5/2023, World Wide Technology Raceway to hold NASCAR event the weekend of 6/2-6/5; Shriners event 6/3 on the Square; NDMS Exercise June 7th Management, field safety; Diversity training and Dog Bite Training June 23rd ; Boo to the Flu clinic will be scheduled for the fall.
- g) Union Legal Update – May 18th @ 9:30, cancelled due to State contract, waiting on Labor Board Judge
- h) A/V update: Conference room total: \$26,726 (response grant \$14,137): Lunchroom: \$13,565 (RW:11,753.59)
- i) Board reappointments – Ms. Jennifer Demsar's appointment will be on the County Board's agenda in either May or June, still waiting on Anna Nash.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Mr. West began the Finance Committee report with the expense claims processed since the April 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. Kreeb moved, and Mr. West seconded a motion to approve the expense claims. The motion carried.

Mr. West continued, in addition to the previously (Dec 2022) approved marketing budget, the Executive Director is seeking approval of up to an additional \$11,000.00 for continued digital marketing (website/social media) development and updates related to expanding services of the St. Clair County Health Department. Dr. Wood moved, and Mr. Kreeb seconded a motion to approve the expense claims. The motion carried.

The Executive Director has reviewed the expense documentation and recommends Board approval. Mr. Kreeb moved, and Ms. Thompson seconded a motion to approve the AV procurement from CI

Select as outlined. The motion carried.

Mr. West concluded with the following Health Department staffing update:

- Ms. Melissa Raney has accepted a full-time position as Clinical Services & Systems Office Manager effective June 5, 2023.
- Ms. Emerald Pasterski has accepted a part-time position as Breastfeeding Peer Counselor within the Health Promotion & Wellness Division, start date to be determined.

The Health Department is currently seeking to fill the following positions:

- Within the Health Promotion and Wellness Division:
 - WIC Nutritionist/Competent Professional Authority (CPA)
 - One (1) full-time Nurse Manager position
 - One (1) full-time Staff Nurse/Public Health Nurse
- Within the Infectious Disease Prevention Division:
 - Full-time Case Manager
 - Full-time Emergency Preparedness & Volunteer Coordinator

DIVISION UPDATES:

The Deputy Director shared highlights from the Administration Division and the Accounting Manager shared highlights from the financial report. The Directors of the Infectious Disease Prevention Division, the Environmental Programs Division, and the Health Promotion & Wellness Division reviewed highlights from their respective divisions.

LIAISON REPORTS

Health Care Commission

Executive Director reported the Health Care Commission met in person on May 9, 2023. Agenda topics post COVID wellness data collection.

W.C. Scrivner Public Health Foundation

Executive Director reported the Scrivner Foundation awarded three - \$1,000 scholarships at their May meeting. Golf Tournament is scheduled for September 30, 2023, with a 12 noon start time. Cover letter and sign-up form were handed out at tonight's meeting. The liquor liability is covered by county insurance and a copy was sent to the Golf course. Directors and managers will be "all hands-on deck" to work the event. Kristy Mullins will send the list of sponsors to Dr. Dumstorff for donations and sponsorships. Scrivner Board Member Pat White is looking to hold the trivia night later in the summer.

Illinois Public Health Association

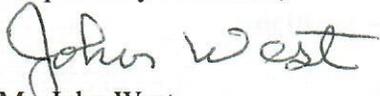
Executive Director Blandford reported she has been appointed to the State Workforce Development. IDPH is still working to release the money dedicated to workforce development. SCCHD will receive \$66,000 a year for 5 years under the federal dollars allocated to Illinois. The

administration conference is scheduled for September.

Adjournment

At 7:35 p.m. Mr. West moved, and Dr. Dumstorff seconded a motion to adjourn the meeting. The motion carried unanimously. The next meeting is June 20, 2023 at 6:30 pm.

Respectfully submitted,



Mr. John West
Secretary