

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held August 15, 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. Leo Dumstorff – President-Elect, Jennifer Demsar, William Kreeb, Matt Smallheer, Cindy Thompson.

Members Excused: Dr. Julie Wittenauer, John West, Kelly Wood.

Others Present: Myla Blandford, Executive Director, Kathy Weisenstein, Deputy Executive, Sharon Valentine, Director of Environmental Programs, Susan Rehrig, Director of Infectious Disease Prevention, Barbara Whitaker, Director of Health Promotion & Wellness, Maria Sutherland, Director of Clinical Services & Systems/Medical Provider, 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

In Dr. Wittenauer absence, President-Elect Dumstorff 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. No members from the public were in attendance. 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. Kreeb moved, and Ms. Thompson seconded a motion to accept the minutes of the Board of Health held on July 18th, 2023. The motion carried unanimously.

PRESIDENT'S REPORT

President-Elect Dumstorff opened the meeting with the appointment of Mr. Kreeb as acting secretary in Mr. West's absence. President-Elect Dumstorff welcoming new board member Jennifer Demsar. Ms. Demsar introduced herself and shared a few details about herself and stated she was happy to have the opportunity to serve on the Board of Health.

President-Elect Dumstorff asked for volunteers for the nominating committee in addition to the President and President-Elect. Mr. Kreeb and Mr. Smallheer volunteered to serve. Ms. Thompson offered to serve also, however, added that those who volunteered to serve was sufficient.

President-Elect Dumstorff asked Ms. Fedak to report on the status of Executive Director's Evaluation for distribution to the committee. Ms. Fedak reported there was one evaluation still

out and as soon as that was received, a report would be sent to the committee.

Concluding, President-Elect Dumstorff called for Executive Director Blandford's report.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blandford reported the following:

- a. Executive Director Blandford shared a few highlights from the conference she attended in early August.
- b. The letters from BOH members agreeing to continue your term have been sent to Chairman Kern. Hopefully, the appointments will be on the agenda for the August 2023 County Board meeting.
- c. One Measles case was reported in St. Louis, MO, which was linked to international travel. Local contacts to the case were identified to live in St. Clair County. Contact tracing revealed those individuals were not symptomatic and doing well.
- d. Clinical services: Offering school/sports physicals Monday through Friday.
- e. Upcoming trainings and events: September 30th Scrivner Golf tournament; October 14th "Boo to the Flu Clinic".
- f. Union Legal Update – No more developments on the Union update. May 18th @ 9:30, cancelled due to State contract, waiting on Labor Board Judge
- g. P & F: Apparel and tumblers have been distributed. All was well received and appreciated by staff. Still waiting on the small and medium sized jackets. A/V upgrade: Still waiting on parts. WFD: Prepayment for coursework for Medical Office Specialist – 2 payments Sept & January, Reimbursed by IGD after first drop date; Student has started and things are going well.
- h. Grant Updates: Local Health Protection Grant (LHPG) \$6 Million – is GRF FUNDED and to note, the funds are not guaranteed in the future. SCCHD to receive \$400,000, which is a \$83,380 increase (was \$316,620).
- i. Work Force Development: \$350K prepayment over 5 years – applying these funds to cover wages not covered by current grants - mainly due to wage increases and workspace upgrades for active shooter considerations; Deputy Director has applied for EPA sharps recycling grant (\$35k- 1 year); Wise woman reinstatement hopefully in September.
- j. By Law Updates – will present the details next month for board members attending meetings virtually.
- k. COVID – seeing an increase across the board in hospitalization rates. We are still in LOW for hospitalizations due to COVID. New monovalent COVID vaccine due out soon.
- l. The Board Fiscal team will need to meet once the 2024 budget is drafted.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Mr. Kreeb began with the Finance Committee report with the expense claims processed since the July 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. Ms. Thompson moved, and Mr. Smallheer seconded a motion to approve the expense claims. The motion carried.

Mr. Kreeb continued, due to 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 15, 2023. Currently, the Health Department anticipates returning \$389.28 to Illinois Department of Public Health for funds received from the Ryan White Part B grant. The Executive Director will review the expense documentation and recommends Board approval of the expense claims. Mr. Smallheer moved, and Ms. Thompson seconded a motion to approve the expense claims. The motion carried

Mr. Kreeb concluded with the following staffing updates:

Health Department staffing updates:

- Ms. Kerri Sierra-Scott resigned her position as Community Navigator effective Monday, August 7, 2023.

The Health Department is currently seeking to fill:

- One (1) full-time Staff Nurse/Public Health Nurse
- One (1) part-time Breastfeeding Peer Counselor
- One (1) full-time Client Services Representative
- One (1) full-time Community Navigator

DIVISION UPDATES:

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

LIAISON REPORTS

Health Care Commission

The Executive Director reported the group met with partners in August in preparation for the September 12th meeting, where the group will look at the aggregated data. Mental Health has suggested some survey questions.

W.C. Scrivner Public Health Foundation

President-Elect Dumstorff reported prizes and sponsorships are coming along, but more are needed, as well as more teams and players. Executive Director reported directors and managers will be “all hands-on deck” to work the event. Details are being fine-tuned for the event.

Illinois Public Health Association

Executive Director Blandford stated the Local Health Protection Grant (LHPG) was the biggest item on IPHA’s radar. The next meeting is on August 17th and a conference is scheduled for September 21st in Springfield. They are still looking at legislation.

Social Services

Mr. Kreeb reported Healthier Together (HT) was going through some major changes and may not exist after this year. The executive committee of HT has been asked to come back with some ideas as to what the money Healthier Together has can be spent on, specifically, identify an area that the money (\$75k) should be spent on. Mr. Kreeb reported the proposal that the health department and hospitals brought to the table was not accepted by HT as an option. They would like the money to be focused and impact a large area of St. Clair County.

Adjournment

At 7:30 p.m. Ms. Thompson moved, and Mr. Smallheer seconded a motion to adjourn the meeting. The motion carried unanimously. The next meeting is September 19th, 2023 at 6:30 pm.

Respectfully submitted,

Mr. Willian (Bill) Kreeb
Secretary