

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held February 20, 2024, 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 zoom teleconference for visitors who wish to attend virtually.

Members Present: Dr. Leo Dumstorff – President, Jennifer Demsar, Cindy Thompson, John West, and Dr. Kelly Wood.

Members Excused: William Kreeb, Matt Smallheer and Dr. Julie Wittenauer.

Others Present: Myla Blandford, Executive Director, Kathy Weisenstein, Deputy Executive, Barbara Whitaker, Director of Health Promotion & Wellness, Maria Sutherland, Director of Clinical Services & Systems/Medical Provider, Kristy Mullins, Director of Environmental Programs, 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 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. There were no attendees in person or online via Zoom.

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, monthly Stats and Strategic Plan Report and Monitoring, Quadiant Lease Agreement, Request for Support for Farmers market Program, Vaccine Refrigerator Quotes, Ryan White HIV/Aids Treatment Extension Act Of 2009 Ryan White Part A & Ryan White Part B Application materials for Food Bank/Home Delivered Meals.

MINUTES

Mr. West moved, and Ms. Demsar seconded a motion to accept the minutes of the Board of Health held on February 16, 2024. The motion carried unanimously.

PRESIDENT'S REPORT

President Dumstorff appointed Ms. Thompson secretary for the meeting in the absence of Mr. Kreeb. President Dumstorff reminded Board Members Statements of Economic Interest were due May 1st, 2024. President Dumstorff deferred to Executive Director Blandford to present the 2023 Annual Report for Approval. After review, Ms. Demsar moved, and Ms. Thompson seconded a motion to accept the 2023 Annual Report as

submitted. The motion carried.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blandford reported the following:

- a. COVID in St. Clair County remains at LOW.
- b. New CDC Respiratory guidance includes COVID – The new guidance brings a unified approach to addressing risks from a range of common respiratory viral illnesses, such as COVID-19, flu, and RSV. The updated guidance recommends that when people get sick with a respiratory virus they stay home and away from others. For people with COVID-19 and influenza, treatment is available and can lessen symptoms and lower the risk of severe illness. The recommendations suggest returning to normal activities when, for at least 24 hours, symptoms are improving overall, and if a fever was present, it has been gone without use of a fever-reducing medication. A second monovalent vaccine is now recommended for those 65 years and older.
- c. Measles: Outbreak in Chicago area linked to shelter case. There is a National and Statewide push to increase vaccinations for measles. To date there have been 48 positive cases of measles in Illinois.
- d. Vaccination coverage: IDPH has posted a school vaccination coverage dashboard. Our Communicable Disease (CD) group is reaching out to provide information for education and vaccine outreach. IDPH polled Local Health Departments to determine whether or not they could respond with clinics or prefer IDPH mobile units. SCCHD listed preference as IDPH mobile unit as well as additional funding.
- e. Witness Slips: Food Truck and Geothermal Wells - (Myla) signed witness slips in **opposition** if these two issues.
- f. Violent Intruder Safety Precautions: Egyptian Workspace Partners conducted a walk-through on March 6th. We are waiting for bids for the lower level and 3rd floor reception area, as well as PBC for final approval.
- g. Union hearing: There is no update to report.
- h. Emergency Preparedness Training was held March 7th preparation for April 4th All Staff Closed POD Exercise.
- i. P & F notes:
 - a. Quadient Lease Agreement – Leasing a new, updated postal machine is the best option for our agency at this time as proposed by Quadient.
 - b. With the dissolution of Healthier Together, workgroups can request funds directly from Health Departments and hospitals. The chronic disease workgroup has requested \$3,000 for the farmers market food voucher program. Farmers Market will invoice HD.
 - c. Request For Proposal (RFP): The Infectious Disease Prevention (IDP) program posted an RFP for home delivered food bank meals. Due to timelines, there will be a brief halt in services. We're asking you to approve either:
 - 1) Approval to allow IDP staff to determine the awardee based on the evaluation criteria listed on pages 4 & 5 of the attached

document -Or-

2) If you do not approve, we ask to schedule an alternative meeting date for the beginning of April.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Ms. Thompson began the Finance Committee report with the expense claims processed since the February 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. Demsar moved, and Dr. Wittenauer seconded a motion to approve the expense claims. The motion carried.

Ms. Thompson continued, The postage machine, Model IN-600, the St. Clair County Health Department owns will become obsolete at the end of 2024. The Accounting Manager spoke with Quadient Leasing regarding a replacement postage machine. After assessing our needs, Quadient suggest a lease agreement which would cover the cost of a new unit and maintenance for \$268.00 per month on a five-year schedule with no price increases during that time. The cost of supplies (ink and paper) are not included in the lease agreement. The Executive Director has reviewed the agreement and recommends Board approval. Ms. Demsar moved, and Mr. West seconded a motion to approve the Quadient lease agreement as outlined. The motion carried.

Ms. Thompson reported the Healthier Together voucher program has had great success in the past few years, combating food insecurity and increasing food access by focusing on the goal of providing healthy foods to families. In previous years, the program served 500 families by providing \$10 vouchers that they were able to redeem for fresh produce. This year, we would like to continue these efforts among eligible families within the service area of multiple Belleville School Districts. As per the Illinois State Board of Education, the free and reduced lunch rates within many of the Belleville Area school districts are over 80%. By partnering with the Belleville Farmers Market stores, the goal is to provide target families with incentives to:

1. Chronic Disease work Group will initiate the fruit and vegetable voucher program by August 1, 2024.
2. By the end of 2024, the fruit and vegetable voucher program will reach 300 families from Belleville schools with a 50% or higher free or reduced lunch rate.
3. By the end of 2024, the Chronic Disease Prevention Work Group seeks to have a 65% or higher Voucher redemption rate.

Volunteers from the Chronic Disease Prevention alliance will distribute the vouchers to eligible families attending schools in the Belleville Districts 104, 105, 115, 118 and 119 through their school or the downtown Belleville YMCA. As in past years, the Belleville Farmers Market will only be reimbursed for vouchers that are exchanged for

healthy and fresh produce to families in need. Redeemed vouchers will be collected and an invoice will be generated for payment to Belleville Farmers Market. The Executive Director has reviewed the request and recommends Board approval. Dr. Wood moved, and Ms. Demsar seconded a motion to approve the Belleville Farmer's market voucher program request for \$3,000. The motion passed.

Ms. Thompson continued, one of the main vaccine refrigerators malfunctioned on February 25, 2024. Previously, two identical models were purchased at the same time and both have simultaneously malfunctioned in the past. Therefore, we are requesting both single and double door models with white-glove delivery and set-up quotes to replace both vaccine refrigerators. Preliminary quotes for this purchase indicate the total cost will not exceed \$18,000. The Deputy Director is requesting the Board to approve to allocate up to \$18,000.00 for this purchase. If the final quote is more than \$18,000.00, the request will be brought back to the board for review. The Executive Director concurs and recommends board approval. Ms. Demsar moved, and Dr. Wood seconded a motion to approve the purchase of vaccine refrigerators as outlined. The motion passed.

Ms. Thompson reported the Infectious Disease Prevention Division published a Request for Proposals (RFP) for Food Bank Home Delivered Meals through the Ryan White Part A and B Programs on March 17, 2024. Estimated Federal Funding Available: \$130,000 - \$180,000. Food Bank/Home Delivered Meals refers to the provision of actual food items, hot meals, or a voucher program to purchase food and the provision of essential non-food items that are limited to personal hygiene products and household cleaning supplies. The deadline for application submission is April 1, 2024. Applications will be reviewed by an internal review committee. **Due to the need to execute contract(s) the first week in April 2024, SCCHD is requesting Board approval to select and award to the agency(s) based on the results of the internal review process and to report the results to the Board at the April meeting.** Mr. West moved, and Dr. Wood seconded a motion to approve the request as outlined by the Infectious Disease Prevention Division. The motion passed.

Ms. Thompson concluded with the following staffing updates:

- Ms. Sharon Valentine retired/resigned her position as Director of Environmental Programs effective March 15, 2024.
- Ms. Kristy Mullins accepted the position of Director of Environmental Programs effective March 18, 2024.

The Health Department is currently seeking to fill:

- One (1) full-time Environmental Programs Manager
- One (1) full-time TB Staff Nurse/Public Health Nurse
- One (1) full-time Client Services Representative
- One (1) full-time Case Manager

DIVISION UPDATES:

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

LIAISON REPORTS

Health Care Commission

The Executive Director reported the Health Care Commission (HCC) is scheduled to meet on May 7, 2024. Agenda items include the review of stakeholder and residential priority health rankings for IPLAN and PHAB. Executive Director shared the 2012-2026 IPLAN Priority areas and a brief summary of the 2023 Survey Results from HHC partner agencies and the top three (3) priority areas identified by the residents of St. Clair County.

W.C. Scrivner Public Health Foundation

Executive Director Blandford reported scholarship information is posted with an application deadline of April 1, 2024. The Scrivner Foundation Golf Tournament is scheduled for October 5, 2024. A memorial in the amount of \$100 was sent to S.A.V.E. in honor of Pat White on behalf of the Health Department.

Illinois Public Health Association

Executive Director Blandford reported IPHA will be hosting a Workforce Development Program kick off meeting in Springfield on April 17th and 18th. Executive Director Blandford and Deputy Director Weisenstein are both planning to attend.

Medical

Dr. Wood referenced a statistic on obesity that by 2025 it is estimated that almost 64% of the US population will be either overweight or obese. Ms. Thompson referenced Oprah Winfrey's most recent interview on obesity and the use of weight loss drugs.

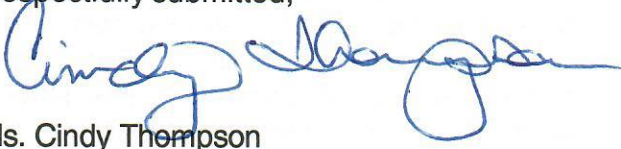
Executive Session

At 7:25 p.m. a motion was made by Mr. West and seconded by Ms. Thompson to move to Executive Session. The motion passed. Staff left the meeting, except for Executive Director Blandford, Deputy Director Weisenstein, Director Mullins and Communications Manager Brenda Fedak. Executive Director Blandford gave updates on pending litigation.

Adjournment

At 7:40 p.m. Ms. Thompson moved, and Dr. Wood seconded a motion to close the Executive Session and adjourn the meeting. The motion carried unanimously. The next meeting is April 16, 2024 at 6:30 pm.

Respectfully submitted,



Ms. Cindy Thompson
Secretary Pro-Tem