

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held April 16, 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, Cindy Thompson, President – Elect, William Kreeb – Secretary, Jennifer Demsar, Matt Smallheer, Dr, Julie Wittenauer, and Dr. Kelly Wood.

Members Excused: John West.

Others Present: Myla Blandford, Executive Director, Kathy Weisenstein, Deputy Executive, Susan Rehrig, Director Infectious Disease Prevention, 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, Q1 Strategic Plan Quarterly Report, Bid proposals and HB4823 HA1/SB3301 SA1 document.

MINUTES

Ms. Thompson moved, and Ms. Demsar seconded a motion to accept the minutes of the Board of Health held on March 19, 2024. The motion carried unanimously.

PRESIDENT'S REPORT

President Dumstorff reminded Board Members Statements of Economic Interest were due May 1st, 2024. President Dumstorff deferred to Executive Director Blandford for the Executive Director's report.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blandford reported the following:

- a. COVID in St. Clair County remains at LOW, with hospital admission 3.3 per 100,000; Illinois: COVID Trending down (.86% admissions); Flu (.88%) & RSV (.17%) trending down.
- b. STI grant 30k to spend by June 30th, 2024 and 30k by June 30, 2025
- c. Measles grant released April 5th, 2024 – \$600k for two years of funding for IDESS training; epidemiological reporting; sentinel surveillance (1 location for influenza) & congregate care monitoring; vaccine outreach.
- d. The management team is reviewing policies and is currently working on the Attendance & Punctuality policy; PHAB Annual report was submitted prior to the deadline of March 31, 2024.
- e. The Systems Quality Manager (SQM) will attend the May BOH meeting to review priority areas identified in the 2023 survey.
- f. Union hearing: There is no update to report.
- g. Egyptian Workspace Partners revised the drawings of protection wall space on the 3rd floor and lower level. We are waiting on the price quote.
- h. Witness slip – SB3301: increasing Local Health Protection Grant (LHPG) to \$30.1 million for 97 LHDS.
- i. Eclipse – The Health department provided staff with glasses as well as sent 25 pairs to the Police Department and a small amount to the County.
- j. P & F Preview:
 - a. Renovation Expenses: 4 clinic rooms: all but \$13,000 of 55,000 covered by current grants, LHPG funder asking to push 13k to next year, pending work being completed this year.
 - b. Vaccine, Lab & Client restroom estimated at 40k (bid outstanding). Should grant funding be acquired (in majority) asking for permission to move forward.

COMMITTEE REPORTS

Finance/Personnel Committee Report

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

Mr. Kreeb continued, St. Clair County Health Department (SCCHD) released a Request For Proposal (RFP) for Fiscal Year 24 (FY24) Ryan White Part A and B funded Food Bank Home Delivered Meals services on March 17, 2024, with an application submission deadline of April 1, 2024. Due to time constraints and to avoid service interruption, SCCHD requested Board approval to determine the agency(s) awarded based on an internal review of the proposals received prior to the April Board meeting. This discretion was granted. SCCHD received one (1) application from Food Outreach, a Missouri based agency whose mission is to provide nutritional support and enhance the quality of life of men, women, and children living with HIV or cancer. After an internal

review, the Division of Infectious Disease Prevention awarded the contract to Food Outreach. The contract is a fee for service with estimated expenditures ranging from \$130,000 to \$180,000. Dr. Wittenauer moved, and Ms. Demsar seconded a motion to approve the vendor selection by the SCCHD Infectious Disease Prevention Division. The motion carried.

Mr. Kreeb stated the proposed renovation expenses for the clinic area include the following areas:

CLIENT ROOMS: Update the four (4) first floor client rooms with new counters, secure, locking cabinetry, new flooring and furniture. Funding to be covered by various grants within clinic programs. Cost estimate not to exceed \$55,000. The Executive Director has reviewed the request and expense documentation and recommends Board approval of the expense, not to exceed \$55,000. Ms. Demsar moved, and Ms. Thompson seconded a motion to approve the client room expenses as outlined, not to exceed \$55,000. The motion carried.

Vaccine, Lab and Client Restroom: Update vaccine room and lab with secure, locking cabinetry and replace the floor in the client restroom near the lab, vaccine room and client exam rooms. Cost estimate not to exceed \$40,000. Grant funding is not currently available to cover costs; however, grant funding may be used if it were to become available. The Executive Director has reviewed the request and expense documentation and recommends Board approval of the expense, not to exceed \$40,000. Ms. Demsar moved, and Mr. Smallheer seconded a motion to approve the vaccine, lab and client restroom expenses as outlined, not to exceed \$40,000. The motion carried.

Mr. Kreeb concluded with the following staffing updates:

Health Department staffing updates:

- Ms. Betty Croissant accepted the position of Environmental Programs Manager effective April 1, 2024.
- Ms. Rachel Pelato resigned from the position of IBCCP Nurse effective April 11, 2024.
- Ms. Maria Lang resigned from the position of Community Navigator effective April 18, 2024.

The Health Department is currently seeking to fill:

- One (1) full-time Accounting Coordinator
- One (1) full-time Infectious Disease Staff Nurse/Public Health Nurse
- One (1) full-time Breast and Cervical Cancer Program Nurse
- One (1) full-time Client Services Representative
- One (1) full-time Community Navigator/Health Educator
- One (1) part-time Breastfeeding Peer Counselor

- INFORMATIONAL

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 Infectious Disease Prevention Division, Environmental Programs Division, Health Promotion & Wellness and Clinical Services & Systems Divisions reviewed highlights from their respective divisions.

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 three high school scholarships and one Dr. Jan Attala Allen Public Health Nursing Scholarship will be awarded at the May 14, 2024 Scrivner Foundation meeting. The Scrivner Foundation Golf Tournament is scheduled for October 5, 2024. Melissa Raney, CSS Manager has asked if she could help out with the golf tournament. At our request, Lisa Adams from Marketplace Magazine sent an advertising rate sheet and suggested the early fall issue of the magazine would be a good time to advertise the golf tournament.

Illinois Public Health Association

Executive Director Blandford and Deputy Director Weisenstein are both attending the IPHA Workforce Development Program kick off meeting in Springfield on April 17th and 18th, 2024.

Medical

Dr. Wittenauer stated new guidance for long term care facilities in Missouri recommends wearing masks and gloves for residents with chronic wounds during high-contact resident care activities regardless of their multidrug-resistant organism status.

Executive Session

At 7:23 p.m. a motion was made by Mr. Smallheer 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 7:32 p.m. Mr. Smallheer moved, and Dr. Wittenauer seconded a motion to close the Executive Session and adjourn the meeting. The motion carried unanimously. The next meeting is May 21, 2024 at 6:30 pm.

Respectfully submitted,



Mr. William (Bill) Kreeb
Secretary