

MINUTES OF THE REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held May 21, 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, William Kreeb – Secretary, Jennifer Demsar, Dr, John West, Julie Wittenauer, and Dr. Kelly Wood.

Members Excused: Matt Smallheer, Cindy Thompson.

Others Present: Myla Blandford, Executive Director, 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, Brenda Fedak, Organizational Communications Manager and Aldara Henderson, Systems Quality 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 visiting 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, STI Media Proposals.

MINUTES

Mr. West moved, and Dr. Wittenauer seconded a motion to accept the minutes of the Board of Health held on April 16, 2024. The motion carried unanimously.

PRESIDENT'S REPORT

President Dumstorff deferred to the Executive Director. Executive Director Blandford gave an overview of the 2023 Community Health Needs Assessment survey conducted in conjunction with the hospitals and East Side Health District for Health Care Commission's collective survey efforts. Director Blandford introduced Ms. Henderson, who presented a recap of the 2023 survey results.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blandford reported the following:

- a. COVID in St. Clair County remains at LOW, with hospital admission .6 per 100,000; Illinois: COVID Trending down (.53% admissions); Flu (.21%) & RSV (.05%) trending down. No major issues with measles in our area. Cases have been up north. There has not been any updates for individuals to receive an MMR booster.
- b. H5N1 – Only one human case in Texas to date. There are 79 herds that have tested positive. IDPH has asked us to identify a local veterinarian who can provide assistance in communications with the six (6) dairy farmers that have been identified. John Link from Millstadt has agreed to serve in this role.
- c. Union hearing: There is no update to report. Union lawyer indicated it might be over the summer before the hearing is scheduled.
- d. Egyptian Workspace Partners revised the drawings of protection wall space on the 3rd floor and lower level because they are not able to do a pass-through wall. We are waiting on the price quote. We are in a holding pattern for the updates in the clinic that were approved at the April Board meeting.
- e. P & F Preview: Marketing update – we received three (3) bids for the \$10,000 STI grant money from: The Fource Group, McClatchy and iHeart Radio. We are proposing to go with The Fource Group's proposal for this spend. If we receive additional money to spend in the new grant year (July 2024), we would like to possibly use McClatchy as the vendor to reach a potentially different population with their products, other than Social Media.
- f. P & F Preview: Robert Half Staffing Agency – sent us three (3) candidates to interview for an Accounting Coordinator position. We are in the process of hiring one of those candidates as a temporary employee for three (3) months. The amount of this hire is noted in the P & F. In addition, we have hired a part-time employee to assist in accounting.
- g. IDPH adopted FDA 2022 CODE – SCCHD is working on updating the food ordinance and hope to bring it to the board for approval within the next couple of months.
- h. Other Grants – We have determined that it is not cost effective for us to be the lead in the Genetics grant. The last couple of years have been transitional. East Side Health District potentially has agreed to be the lead, SCCHD will continue to be involved, just not as the lead agency. BCCP Grant – We have had issues keeping staff on place for the grant deliverables. If we aren't able to obtain staff we may have to step back as lead in this program. Tobacco and Tanning are small grants and we are doing the best we can and assure a cost benefit.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Mr. Kreeb 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. Ms. Demsar moved, and Mr. West seconded a motion to approve the expense claims. The motion carried.

Mr. Kreeb continued, 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 2024 County fiscal year if the County Board does not abate the tax. Ms. Demsar moved, and Dr. Wittenauer seconded a motion to approve the vendor selection by the SCCHD Infectious Disease Prevention Division. The motion carried.

Mr. Kreeb reported the Accounting Manager was approached by the Robert Half Staffing Agency to offer assistance in hiring temporary personnel in the accounting department. Robert Half vetted three (3) candidates for review. After interviewing the three (3) candidates, a candidate was selected and agreed to the position at the cost of \$18,261.00 for three (3) months of temporary service. The Executive Director recommends board approval of the temporary employment. Mr. West moved, and Ms. Demsar seconded a motion to approve the temporary employment Robert Half Staffing Agency. The motion carried.

Mr. Kreeb continued, The Infectious Disease Prevention Division received a \$10,000 grant to spend on advertising for Sexually Transmitted Infections (STI) education, services and treatment, with a deadline for the money to be spent and paid for by June 30, 2024. The health department received three advertising proposals for this budget from: The Fource Group, iHeart Media, and McClatchy. After proposal review, The Fource Group was selected for these grant dollars. We would like to consider McClatchy for future advertising should additional funds be awarded. Dr. Wittenauer moved, and Ms. Demsar seconded a motion to approve The Fource Group as the vendor selected for the \$10,000 STI grant to spend by June 30, 2024. The motion carried.

Mr. Kreeb concluded with the following staffing updates:

Health Department staffing updates:

- Ms. Jeanette Muskopf transferred from a full-time Accounting Coordinator Position to a part-time Accounting Coordinator Position effective April 29, 2024.
- Ms. Michelle Lang resigned from the full-time position of Nurse Manager-Infectious disease Prevention Division effective May 9, 2024.
- Ms. Symone Riddle accepted the full-time position of Client Services Representative effective May 20, 2024.
- Ms. Carmoleta (Carm) Youck accepted the part-time Nurse position effective date still to be determined.
- Ms. Michelle Bay accepted the full-time position of Health Educational Coordinator for Breast and Cervical Cancer Program (IBCCP) effective date still to be determined.
- Ms. Penny Kessler accepted the full-time position of HIV Prevention & Quality Coordinator effective June 3, 2024.
- Ms. Patricia (Patti) Vermeiren accepted the part-time position of Accounting Coordinator effective date still to be determined.

- Ms. Twyla Ripperda accepted the temporary, full-time position of Accounting Coordinator through Robert Half Agency, effective date still to be determined.
- Mr. Michael Gates, Environmental Protection Coordinator, is longer employed with the agency effective April 22. 2024.

The Health Department is currently seeking to fill:

- One (1) full-time Infectious Disease Staff Nurse/Public Health Nurse
 - One (1) Disease Intervention Specialist
 - One (1) full-time Breast and Cervical Cancer Program Nurse
 - One (1) part-time Breastfeeding Peer Counselor
 - One (1) Sanitarian I
- INFORMATIONAL

DIVISION UPDATES:

The 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) met on May 7, 2024 and reviewed the stakeholder and residential priority health rankings for IPLAN and PHAB. The next meeting is scheduled for September 10, 2024.

W.C. Scrivner Public Health Foundation

Executive Director Blandford reported three \$1,000 high school scholarships and one \$1,500 Dr. Jan Attala Allen Public Health Nursing Scholarship were awarded at the May 14, 2024 Scrivner Foundation meeting. The Scrivner Foundation Golf Tournament is scheduled for October 5, 2024. The Board is planning to advertise the golf tournament in the early fall/August edition of Marketplace Magazine.

Illinois Public Health Association

Executive Director Blandford and Deputy Director Weisenstein both attend the IPHA Workforce Development Program kick off meeting in Springfield on April 17th and 18th, 2024 and 21 C as well. The Executive and Deputy Director had the opportunity to attend a Senate Hearing on SB3301 seeking support for a budget increase in the Public Health budget.

Executive Session

At 7:50 p.m. a motion was made by Dr. Wittenauer and seconded by Mr. West 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. Director Mullins was excused from the Executive Session. Executive Director Blandford continued with an update on anticipated litigation.

Adjournment

At 8:01 p.m. Mr. West moved, and Ms. Demsar seconded a motion to close the Executive Session and adjourn the meeting. The motion carried unanimously. The next meeting is June 18, 2024 at 6:30 pm.

Respectfully submitted,



Mr. William (Bill) Kreeb
Secretary