

MINUTES OF THE RE-SCHEDULED REGULAR MEETING OF THE ST. CLAIR COUNTY BOARD OF HEALTH held March 18, 2025, 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: Cindy Thompson – President, Jennifer Demsar – Secretary, William Kreeb, Dr. Leo Dumstorff and Dr. Kelly Wood.

Members Excused: Matt Smallheer and Dr. Julie Wittenauer.

Others Present: Myla Blandford, Executive Director, Susan Rehrig, Director of Infectious Disease Prevention, Maria Sutherland Provider-Clinical Services & Systems, Kristy Mullins, Director of Environmental Programs, Raquel Williams, Director of Clinical Services & Systems 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 Thompson 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 visiting 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 both English and Spanish versions of the SCC Community Health Needs Survey.

MINUTES

Mr. Kreeb moved, and Dr. wood seconded a motion to accept the minutes of the Board of Health held on February 25, 2025. The motion carried unanimously.

PRESIDENT'S REPORT

President Thompson reminded Board Members Statements of Economic Interest were sent out and were due May 1st, 2025. President Thompson deferred to Executive Director Blandford to present the 2024 Annual Report for Approval. After review, Mr. Kreeb moved, and Ms. Demsar seconded a motion to accept the 2024 Annual Report as presented. The motion carried.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blandford reported the following:

- a. Respiratory illness in St. Clair County through 3/8/25 is LOW; COVID, Flu and RSV

are all trending down in Illinois: National COVID positivity 3.8%.

- b. H5N1 – 70 Human cases in the United States affecting 989 dairy herds across 17 states with one (1) death in Louisiana being reported. To date, there are no reported human cases of H5N1 in Illinois.
- c. Measles – there are 321 measles cases being reported on the news in Texas, New Mexico and Oklahoma. Through March 14th, 2025, CDC is reporting 301 confirmed cases over 15 jurisdictions; three outbreaks associated with 280 cases. The majority of cases are under 19 years of age. There has been one confirmed case, with an additional case under investigation.
- d. Household Hazardous Waste Collection event on Saturday, May 3rd at the Belle-Clair Fairgrounds Park from 8 am to 3 pm. Our Environmental Division, along with the IEPA and the City of Belleville are hosting the event. Appointments will be required. Information will be released soon on our social media and website.
- e. Med Room move – We are waiting on a flooring bid prior to submission for approval.
- f. We are on the county painters list for painting the clinic hallway by the exam rooms.
- g. New Payroll System Implementation – Accounting Manager Janet Cronin & Communications Manager Brenda Fedak continue to work with county IT, health department IT manager John Schobert and Andrews Technology to cross over to the UKG Ready Kronos system. We are currently running parallel with the NOVAtime payroll system, working through the issues and refining the processes.
- h. Update on the security walls: We currently do not have a time frame for the completion of the security walls on the third floor and in the basement.
- i. IPLAN/Residential Survey – Board members received both the English and Spanish version of the Community Health Needs Survey. HCC reviewed the survey at their March 4th meeting. There were two minor changes made to the documents: added the word “immediate” to family health history and changed the spacing at the bottom of page one so that the multiple-choice answers did not span two pages. Upon board acceptance, the survey will be released April 1st and be available for residents to answer for 30 days. NOTE: The Board had no objections and agreed to the release of the survey to the public.
- j. PHAB Annual Report – SQP (Systems Quality Planner) prepped and submitted the report.
- k. Travel Vaccines – The Clinical Services & Systems Programs Director presented an overview of the travel vaccines the health department was looking to offer, along with the cost associated with the service and the fees the health department would charge for the different travel vaccines. This will be on the P & F for board approval.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Ms. Demsar began with expense claims processed since the February 2025 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. Dr. Dumstorff moved, and Dr. Wood seconded a motion to approve the expense claims. The motion carried.

Ms. Demsar reported the St. Clair County Health Department has investigated the feasibility of adding Travel Vaccine and Medication services. After researching product costs and fee schedules for like services, the Clinical Services & Systems Programs Director has suggested the following fee schedule for the services outlined below:

- Yellow Fever-\$450
- Typhoid-\$200
- Japanese Encephalitis-\$500/dose-two dose series

The Executive Director has reviewed the documentation and recommends board approval of the Travel Vaccine and Medication fee schedule as outlined. Dr. Wood moved, and Ms. Thompson seconded a motion to approve adding Travel Vaccine and Medication services as outlined. The motion carried.

Ms. Demsar concluded with the following staffing updates:

Health Department staffing updates:

- Ms. Jennifer Wooten is no longer employed with the agency effective February 27, 2025.
- Ms. Kryraha Green resigned her full-time position as a Client Services Representative within the Clinical Services & System Division effective March 7, 2025.
- Ms. Barbara Whitaker accepted a part-time Nurse Director position effective March 10, 2025.
- Ms. Doree Pitre postponed her start date from March 17, 2025 to April 21, 2025.

The Health Department is currently seeking to fill:

- One (1) Accounting Coordinator
- One (1) WIC Nutritionist CPA
- One (1) full-time Clinical Services Representative (CSR)
- One (1) full-time Public Health Nurse
- One (1) full-time Director of Health Promotion & Wellness
- One (1) full-time Systems Quality Manager
- One (1) full-time Disease Intervention Specialist (DIS)
- One (1) full-time Sanitarian I

DIVISION UPDATES:

The Executive Director shared updates from the Administration Division and deferred to the Accounting Manager for the financial highlights. The Infectious Disease Prevention Director, Clinical Services Medical Provider, Environmental Programs Director and Clinical Services & Systems-Programs Director reviewed highlights from their respective divisions.

LIAISON REPORTS

Health Care Commission

The Executive Director reported that the Health Care Commission met on March 4, 2024. The residential survey was presented to the HCC for approval to distribute to county

residents. There were no additions or changes. April 1st is the launch dates for the survey.

W.C. Scrivner Public Health Foundation

Executive Director Blandford reported the Scrivner Golf Tournament is currently scheduled for October 4, 2025, along with the PRIDE event. There are a couple of other things scheduled for that same date. We have reached out to The Orchards for other available dates to hold the golf tournament and are waiting to hear back. The Glo Bingo event is set for Friday, June 27th. We are working on getting a Bingo license. Scholarships will be presented at the May 13th Scrivner Board meeting. Application deadline is April 1st.

Illinois Public Health Association

The Executive Director reported a meeting is scheduled for March 25th with Health Department Administrators and Dr. Vohra pertaining to the workforce transformation initiative. The focus on workforce development is ongoing.

Executive Session

At 7:32 pm Ms. Demsar moved, and Dr. Wood seconded a motion to move into Executive Session to discuss updates on pending litigation and the Collective Bargaining Agreement. The motion passed and the board move into Executive Session.

Adjournment

At 7:54 p.m. Mr. Kreeb moved, and Dr. Dumstorff seconded a motion to close the Executive Session and adjourn the meeting. The motion carried unanimously. The next Board of Health meeting is April 15, 2025 at 6:30 pm.

Respectfully submitted,



Ms. Jennifer Demsar
Board Secretary