


**MEMORANDUM**

**TO:** St. Clair County Board of Health  
**FROM:** Myla Blandford, Executive Director   
**RE:** Board of Health December 2025 Meeting Notice  
**DATE:** December 5, 2025

**DECEMBER 2025 MEETING NOTICE**

The regular meeting will be held on December 9, 2025 - 6:30 p.m.  
at the **St. Clair County Health Department,**  
**19 Public Square, Belleville, Illinois, in the 3<sup>rd</sup> Floor Conference Room.**  
**Zoom Telephonic Access Dial:** 1-312-626-6799 **Meeting ID:** 871 5464 7050  
Join the meeting by computer: <https://us06web.zoom.us/j/83781227459>

**AGENDA**

1. **Pledge of Allegiance**
2. **Call to Order**
3. **Public Comment on Agenda**
4. **Approval of Minutes**
5. **President's Report**
6. **Executive Director's Report**
7. **Committee Reports**
  - a. Finance/Personnel Committee Report
    - i. Approval of Monthly Expense Claims
    - ii. Approval of 2025 Budget Adjustments
    - iii. Approval of Revised 2026 Board of Health Meeting Schedule
    - iv. Personnel Matters & Staffing Update
  - b. Division updates
8. **Liaison Reports**

a. Health Care Commission	f. Dental Health
b. W.C. Scrivner, M.D. Public Health Foundation	g. Community Organizations
c. Illinois Public Health Assoc.	h. Legal Community
d. Medical Society	i. Social Services Community
e. St. Clair County Board	j. Professional Nursing
9. **Motion to Adjourn**

**BOARD MEMBERS**

**Cindy Thompson, RN**  
*President*

**Matt Smallheer, County Board**  
*President-Elect*

**Jennifer Demsar,**  
**MSN, APRN, FNP-C**  
*Secretary*

**Leo Dumstorff, DDS**

**William R. Kreeb, MS**

**Anne Nash, MD**

**Spencer Sholl, PA-C**

**Kelly Wood, MD, MSPH**

**Myla Blandford**  
**MPH, REHS, LEHP**  
*Executive Director*

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**MINUTES OF THE ST. CLAIR COUNTY BOARD OF HEALTH held November 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, , Dr. Leo Dumstorff, Matt Smallheer and Spencer Stoll and Dr. Kelly Wood.

**Members Excused:** Jennifer Demsar, William Kreeb, Dr. Anne Nas

**Others Present:** Myla Blandford, Executive Director, Raquel Williams, Director of Clinical Services & Systems Programs, Wendy Bradley, Director of HIV Care & Prevention, Janet Cronin, Accounting Manager, Brenda Fedak, Organizational Communications Manager and Aldara Henderson, Systems Quality Planner.

### **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, 2026 Holiday Schedule, 2026 BOH Meeting Schedule.

Dr. Kreeb moved, and Dr. Wood seconded a motion to accept the minutes of the Board of Health held on October 21, 2025. The motion carried unanimously.

President Thompson appointed Mr. Smallheer as acting secretary in Ms. Demsar's absence.

### **PRESIDENT'S REPORT**

President Thompson and Executive Director Blandford introduced Ms. Aldara Henderson, Systems Quality Planner, to recap the IPHA presentation she presented on November 4<sup>th</sup>, 2025 at the IPHA meeting in Washington D.C.: Dismantling Silos: transforming the health of St. Clair County Illinois through enhanced collaboration.

President Thompson reported on behalf of the nomination committee and presented the 2026 Board of Health officers as follows: Dr. Kelly Wood, President, Jennifer Demsar, President-Elect, Dr. Leo Dumstorff, Secretary.

### **EXECUTIVE DIRECTOR'S REPORT**

**Executive Director Blandford reported the following:**

- a. Executive Director Blandford shared the news of the passing of Carlos Ward, a previous long-time employee of the health department in the Environmental Division.
- b. Respiratory illness for the State remains very LOW, with COVID trending up but still very low in Illinois through 11/8/25. Flu is stable and RSV is trending up slightly, but still very low. It was noted that with the government shutdown, the CDC has not maintained respiratory statistics. Executive Director Blandford reported she gave an overview of IDPH's respiratory dashboard on St. Clair County's EMA Facebook live on Monday, November 10<sup>th</sup>, 2025.
- c. Measles – There are 1,723 confirmed measles cases as of 11/12/25 over 42 jurisdictions plus 23 travelers, with 3 deaths and 45 outbreaks. Eighty-six (87%) percent of the cases are associated with those outbreaks. Sixty-six (66%) percent of the cases are 19 years of age and under. Ninety-two (92%) percent of all cases are unvaccinated or vaccination status unknown. There are no confirmed measles cases in St. Clair County to date.
- d. IAPHA & DHS: WIC benefits have been funded through September 2026.
- e. PHAB update: the CQI Committee is meeting regularly and is brainstorming CQI projects. The Employee Committee met and is researching options for Years of Service recognition to be awarded in January 2026. There will be an employee satisfaction survey in early 2026. The annual holiday luncheon is scheduled for Thursday, December 11<sup>th</sup> with lunch being served from 11:30 to 1. There will be a decorating contest by division/floor and we would like at least one BOH member to do the judging on December 17<sup>th</sup> at 10 am.
- f. The Health Department accommodated an SIUE Dental student who developed a Dental Survey that will be distributed in the clinic.

**COMMITTEE REPORTS**

**Finance/Personnel Committee Report**

Mr. Smallheer began with expense claims processed since the October 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. Mr. Kreeb moved, and Dr. Wood seconded a motion to approve the expense claims. The motion carried.

Mr. Smallheer reported the St. Clair County Board approved the 2026 Holiday Schedule at the October County Board meeting. As the Board of Health is a co-employer with the County Board, the Executive Director recommends approval of the St. Clair County 2026 Holiday Schedule for Health Department employees. See proposed Holiday Schedule on page 7.a.ii for more detail. Ms. Thompson moved, and Dr. Wood seconded a motion to approve the 2026 Holiday Schedule. The motion carried.

Mr. Smallheer stated the monthly Board of Health meeting schedule for 2026 has been set for third Tuesday of each month at 6:30 pm, with the exception of July 2026, whereas

the meeting date was adjusted to the second Tuesday of July due to the County Board meeting earlier than usual in July. The Executive Director recommends board approval. Mr. Kreeb moved, and Ms. Thompson seconded a motion to approve the 2026 BOH meeting schedule. The motion carried.

Mr. Smallheer continued, The HIV Care & Prevention division did not receive any proposals for emergency housing services from the second Request for Proposal (RFP) that ran on October 5, 2025.

Mr. Smallheer concluded with the following staffing updates:

Health Department staffing updates:

- Mr. Stephen Hardy is no longer employed with the St. Clair County Health Department effective November 3, 2025.

The Health Department is currently seeking to fill:

- One (1) full-time Services Provider – Clinical Services & Systems Division
- One (1) full-time Accounting Coordinator.

### **DIVISION UPDATES:**

The Executive Director highlighted the Administration Division activities for November and the Accounting Manager reviewed the financial highlights. The Directors of the Clinical Services & Systems (CSS) – Programs and HIV Care & Prevention Divisions reported on the highlights of their respective divisions. Executive Director Blandford concluded with highlights from the Environmental Programs Division and the Infectious Disease Prevention Divisions.

### **Health Care Commission**

Executive Director Blandford reported the HCC met on Tuesday, November 18th and SQP presented the 2026 priorities that will go into effect in October 2026. The next meeting is scheduled for Tuesday, January 13<sup>th</sup>, 2026. The hospitals and health departments will meet the last week of January to see where we are at with priorities. A lot of the workgroups have changed their focus. SQP is updating the committees focus and will work to assign HCC members to the committees. Executive Director Blandford acknowledged that Healthier Together has officially dissolved and their funds were disbursed to area organizations.

### **W.C. Scrivner Public Health Foundation**

Executive Director Blandford reported the next Scrivner Board meeting is December 2, 2025. Scholarship applications will be updated and made available for submission after the first of the year. A Glo Bingo is being planned for the spring.

### **Illinois Public Health Association**

The Executive Director reported the next IPHA is beginning Succession Planning Training and has been sending out information and updates on the government shut down. There is a large recall and safety alert out on BYHEART formula that IDPH and other agencies

have been pushing out information for.

### **Medical**

Dr. Wood reported very exciting news in the obesity world with the release of new medications covered under Medicare and Medicaid, as well as for those who are private pay. Executive Director Blandford added that she recently signed a letter of support for SIHF to bring a gastroenterologist into the area.

### **Community Organizations**

Mr. Kreeb reported the food pantries were very thankful for the support of local churches and community for the support shown during the government shutdown.

### **Adjournment**

At 7:38 p.m. Dr. Wood moved and Mr. Smallheer seconded a motion to adjourn the meeting. The motion carried unanimously. The next Board of Health meeting is December 9, 2025 at 6:30 pm.

Respectfully submitted,

Mr. Matt Smallheer  
Acting Board Secretary

**ST. CLAIR COUNTY HEALTH DEPARTMENT  
FINANCE & PERSONNEL COMMITTEE REPORT**

December 09, 2025

**i. EXPENSE CLAIMS**

The expense claims processed since the November 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. See payment Register on page 7.a.i for detail.

- **MOTION TO APPROVE**

Due to the December 2025 Board of Health meeting one week earlier than usual, the Accounting Manager is requesting the Board approve processing expense claims not to exceed \$500,000. The details of all expenses paid after the December 9th meeting will be submitted for review and reapproval during the January 20th, 2026, meeting. The Executive Director has reviewed the expense request and documentation and recommends board approval.

- **MOTION TO APPROVE**

**ii. APPROVAL OF 2025 BUDGET ADJUSTMENTS**

The St. Clair County Health Department's 2025 budget will be adjusted by the County Auditor's Office to reflect actual costs incurred. The Executive Director has reviewed the adjustments made by the Accounting Manager and recommends Board approval of the 2025 budget adjustments. See 7.a.ii for details.

- **MOTION TO APPROVE**

**iii. APPROVAL OF REVISED 2026 BOARD OF HEALTH MEETING SCHEDULE**

Effective January 1<sup>st</sup>, 2026, a new Amendment to Illinois Bill 5 ILCS 120/2.07 prohibits public bodies from holding meetings on election days. The regularly scheduled March Board Of Health (BOH) meeting is currently scheduled to be held on the same day as a general primary election, Tuesday, March 17<sup>th</sup> and will need to be moved. The Executive Director recommends Board approval to move the March 2026 BOH meeting to Tuesday, March 10, 2026.

- **MOTION TO APPROVE**

**iii. PERSONNEL MATTERS & STAFFING UPDATES**

**Health Department staffing updates:**

**The Health Department is currently seeking to fill:**

- One (1) full-time Nurse Practitioner – Services Provider
- One (1) full-time Accounting Coordinator

- **INFORMATIONAL**





**St Clair County, IL**  
**Health Department Payment Register**  
**From Payment Date 11/19/2025 To Payment Date 12/09/2025**

Number	Date	Source	Payee Name	Amount
599102	11/19/2025	Accounts Payable	ANDREW LOPINOT, COUNTY TREASURER	\$ 589.04
599103	11/19/2025	Accounts Payable	ANDREW LOPINOT, COUNTY TREASURER	12.04
599104	11/19/2025	Accounts Payable	BRUNSMANN, CHERYL	25.00
599105	11/19/2025	Accounts Payable	ILLINOIS ENVIRONMENTAL HEALTH ASSOCIATION	55.00
599106	11/19/2025	Accounts Payable	SUSAN REHRIG	2,306.50
599315	11/26/2025	Accounts Payable	ANDREW LOPINOT, COUNTY TREASURER	46,883.30
599316	11/26/2025	Accounts Payable	AT & T	359.77
599317	11/26/2025	Accounts Payable	FARMER'S MARKET	40.00
599318	11/26/2025	Accounts Payable	POOL ADMINISTRATION INC	6,125.96
599319	11/26/2025	Accounts Payable	POOL ADMINISTRATION INC	16,473.36
Various	11/26/2025	Payroll	Employees - FT 48, PT 7, TOTAL 55	107,611.54
<b>Subtotal</b>				<b>180,481.51</b>
<b>Transactions 4</b>				
<b>Total 11/19/2025 - 11/30/2025</b>				<b>180,481.51</b>
599333	12/3/2025	Accounts Payable	AMANDA GRAY	184.80
599334	12/3/2025	Accounts Payable	ASCENTIS CORPORATION	231.28
599335	12/3/2025	Accounts Payable	AT & T	15.27
599336	12/3/2025	Accounts Payable	GREGORY ST. CLAIR	309.40
599337	12/3/2025	Accounts Payable	JACOB W. PHILLIPS	85.13
599338	12/3/2025	Accounts Payable	KRISTY MULLINS	334.60
599339	12/3/2025	Accounts Payable	LIGHT SOURCE, LLC	150.00
599340	12/3/2025	Accounts Payable	RAYMOND OTERO	295.40
599341	12/3/2025	Accounts Payable	STERICYCLE, INC.	361.29
599342	12/3/2025	Accounts Payable	SUSAN REHRIG	2,384.50
599343	12/3/2025	Accounts Payable	VERIZON WIRELESS	1,776.06
599344	12/3/2025	Accounts Payable	WATSON, PHILLIP	217.00
<b>Subtotal</b>				<b>6,344.73</b>
<b>Transactions 12</b>				
<b>Total 12/01/2025 - 12/09/2025</b>				<b>6,344.73</b>
Blue denotes a manual check				
<b>Total since 11/18/2025</b>				<b>\$ 186,826.24</b>

Reviewed By:

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 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Myla Oliver-Blandford  
 Executive Director





# Balance Sheet

Through 11/30/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	<b>Special Revenue Funds</b>				
Fund Type					
	<b>ASSETS</b>				
10100	Petty Cash	350.00	350.00	.00	.00
10200-01	Equity in cash & investment pool Pool	4,628,627.05	5,308,841.43	(680,214.38)	(12.81)
12000-100	Internal balances General Fund	(475.96)	(475.96)	.00	.00
12000-241	Internal balances Landfill Surcharge	1,426.10	1,426.10	.00	.00
	<b>ASSETS TOTALS</b>	<b>\$4,629,927.19</b>	<b>\$5,310,141.57</b>	<b>(\$680,214.38)</b>	<b>(12.81%)</b>
	<b>FUND EQUITY</b>				
30000	Fund balance	4,611,918.85	4,611,918.85	.00	.00
	<b>FUND EQUITY TOTALS Prior to Current Year Changes</b>	<b>\$4,611,918.85</b>	<b>\$4,611,918.85</b>	<b>\$0.00</b>	<b>0.00%</b>
	Prior Year Fund Equity Adjustment	(501,039.63)	140,206.59		
	Fund Revenues	(4,889,495.74)	(6,867,459.22)		
	Fund Expenses	5,569,710.12	6,226,213.00		
	<b>FUND EQUITY TOTALS</b>	<b>\$4,432,744.10</b>	<b>\$5,112,958.48</b>	<b>(\$680,214.38)</b>	<b>(13.30%)</b>
	<b>LIABILITIES AND FUND EQUITY TOTALS</b>	<b>\$4,432,744.10</b>	<b>\$5,112,958.48</b>	<b>(\$680,214.38)</b>	<b>(13.30%)</b>
	Fund Type Totals	\$197,183.09	\$197,183.09	\$0.00	0.00%
Fund Category	<b>Special Revenue Funds</b> Totals	\$197,183.09	\$197,183.09	\$0.00	0.00%
	Grand Totals	\$197,183.09	\$197,183.09	\$0.00	0.00%



# Income Statement

Through 11/30/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category <b>Special Revenue Funds</b>							
Fund Type							
<b>REVENUE</b>							
40000	Property Taxes-Real Estate	717,000.00	.00	488,996.82	228,003.18	68	708,162.92
40010	Property Taxes-Delinquent RE	300.00	.00	.00	300.00	0	.00
40100	Property Taxes-Mobile Home	750.00	.00	.00	750.00	0	694.47
40120	TIF Receipts	2,900.00	.00	15,559.62	(12,659.62)	537	37,613.73
43000-01	Investment Earnings interest	100,000.00	11.82	142,849.42	(42,849.42)	143	183,908.94
43000-02	Investment Earnings Amortization	.00	.00	7,131.65	(7,131.65)	+++	4,897.09
43000-03	Investment Earnings Taxes	50.00	.00	.00	50.00	0	2,366.79
45000	Licenses & permits	388,609.00	21,717.00	187,503.30	201,105.70	48	399,372.50
46100	Service fees	414,055.00	92,149.31	473,441.03	(59,386.03)	114	313,876.88
48000	Local Contributions	.00	2,000.00	2,400.00	(2,400.00)	+++	160,000.00
51000	Revenue from federal & state	5,356,279.00	298,424.52	3,571,613.90	1,784,665.10	67	5,055,141.67
57000	Credit Card Rebates	2,500.00	.00	.00	2,500.00	0	1,424.23
<b>REVENUE TOTALS</b>		<b>\$6,982,443.00</b>	<b>\$414,302.65</b>	<b>\$4,889,495.74</b>	<b>\$2,092,947.26</b>	<b>70%</b>	<b>\$6,867,459.22</b>
<b>EXPENSE</b>							
60100	Payroll-Full time	3,138,517.00	203,074.33	2,333,330.83	805,186.17	74	2,567,928.38
60110	Payroll-Part time	281,038.00	9,912.38	157,773.42	123,264.58	56	139,877.77
60650	Health & Life insurance	965,491.00	73,510.85	762,267.18	203,223.82	79	821,334.44
60800	County fringe costs	38,960.00	47,472.34	51,453.30	(12,493.30)	132	54,253.71
60900	Payroll escrow	6,576.00	10,000.00	10,000.00	(3,424.00)	152	10,000.00
61000	Office supplies	61,164.00	6,754.09	33,868.35	27,295.65	55	47,739.18
61010	Postage & mailings	11,853.00	569.40	6,842.55	5,010.45	58	9,482.75
61030	Printing & binding	6,968.00	218.27	913.06	6,054.94	13	1,620.61
61200-01	Vehicle supplies unleaded fuel	10,093.00	253.22	2,873.51	7,219.49	28	1,094.70
61300	Custodial maintenance supplies	5,124.00	328.68	3,312.20	1,811.80	65	4,215.16
61400-01	Program supplies Medical & dental	73,559.00	13,208.61	67,118.57	6,440.43	91	50,524.20
61400-03	Program supplies Other	32,469.00	479.31	23,162.28	9,306.72	71	15,816.11
61900-02	Small capital purchases office furniture and equipment	75,170.00	(555.61)	40,236.95	34,933.05	54	55,248.03
62050	Conferences & meetings	13,659.00	.00	9,092.99	4,566.01	67	17,561.62
62100-01	Travel mileage reimbursement	32,844.00	1,302.70	14,661.32	18,182.68	45	19,730.96
62100-02	Travel transportation	14,115.00	.00	1,863.08	12,251.92	13	3,251.11
62100-03	Travel lodging	13,933.00	125.40	5,422.85	8,510.15	39	7,972.30



# Income Statement

Through 11/30/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
62100-04	Travel fuel	358.00	.00	.00	358.00	0	105.24
62100-05	Travel Other	5,928.00	48.00	3,133.80	2,794.20	53	3,766.95
62200	Dues & memberships	31,677.00	188.96	16,406.86	15,270.14	52	20,776.87
63060	Medical and dental services	629,906.00	56,541.32	425,495.43	204,410.57	68	507,390.24
63090	Other professional services	55,196.00	5,104.12	67,128.88	(11,932.88)	122	41,397.76
63200-02	Technical services IT	117,277.00	5,571.93	89,817.63	27,459.37	77	90,487.06
63250	Security services	.00	.00	(2,041.67)	2,041.67	+++	2,490.00
63400	Temporary employment services	108,426.00	.00	.00	108,426.00	0	24,858.65
63500	Custodial services	73,222.00	7,386.12	78,909.56	(5,687.56)	108	60,651.69
63600	Maintenance contract-buildings	20,783.00	2,973.53	8,782.93	12,000.07	42	8,938.95
63610	Maint contracts-office equipment	23,412.00	730.25	12,046.81	11,365.19	51	13,845.05
63770	Repair & maint-vehicles	8,388.00	.00	530.55	7,857.45	6	6,327.90
65000-03	Lease payment County Health	305,000.00	25,266.63	277,932.93	27,067.07	91	303,199.56
65150-01	Telephone Cellular communications	26,907.00	1,762.86	19,428.89	7,478.11	72	23,626.14
65150-02	Telephone Land lines	7,321.00	372.78	5,003.41	2,317.59	68	5,835.19
68500	Sub-grantee payments	808,461.00	73,644.32	763,008.90	45,452.10	94	780,084.65
68510	Program expenses	488,711.00	24,237.64	169,266.86	319,444.14	35	283,276.99
68530	Program certificates	106,260.00	9,150.00	71,521.47	34,738.53	67	142,776.76
81000-02	Major capital purchases office furniture and equipment	115,025.00	.00	37,225.05	77,799.95	32	82,708.05
81000-08	Major capital purchases vehicles	44,470.00	.00	.00	44,470.00	0	.00
87500	Reimbursements	.00	685.90	1,919.39	(1,919.39)	+++	(3,981.73)
<b>EXPENSE TOTALS</b>		<b>\$7,758,261.00</b>	<b>\$580,318.33</b>	<b>\$5,569,710.12</b>	<b>\$2,188,550.88</b>	<b>72%</b>	<b>\$6,226,213.00</b>



# Income Statement

Through 11/30/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
	Fund Type Totals						
	REVENUE TOTALS	6,982,443.00	414,302.65	4,889,495.74	2,092,947.26	70%	6,867,459.22
	EXPENSE TOTALS	7,758,261.00	580,318.33	5,569,710.12	2,188,550.88	72%	6,226,213.00
	Fund Type Net Gain (Loss)	(\$775,818.00)	(\$166,015.68)	(\$680,214.38)	(\$95,603.62)	88%	\$641,246.22
	Fund Category <b>Special Revenue Funds</b> Totals						
	REVENUE TOTALS	6,982,443.00	414,302.65	4,889,495.74	2,092,947.26	70%	6,867,459.22
	EXPENSE TOTALS	7,758,261.00	580,318.33	5,569,710.12	2,188,550.88	72%	6,226,213.00
	Fund Category <b>Special Revenue Funds</b> Net Gain (Loss)	(\$775,818.00)	(\$166,015.68)	(\$680,214.38)	(\$95,603.62)	88%	\$641,246.22



# Balance Sheet

Through 12/09/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	<b>Special Revenue Funds</b>				
Fund Type					
	<b>ASSETS</b>				
10100	Petty Cash	350.00	350.00	.00	.00
10200-01	Equity in cash & investment pool Pool	4,628,627.05	5,308,841.43	(680,214.38)	(12.81)
10210-010	Allocated pool accounts Pool Fund	(6,344.73)	.00	(6,344.73)	+++
12000-100	Internal balances General Fund	(475.96)	(475.96)	.00	.00
12000-241	Internal balances Landfill Surcharge	1,426.10	1,426.10	.00	.00
	<b>ASSETS TOTALS</b>	<b>\$4,623,582.46</b>	<b>\$5,310,141.57</b>	<b>(\$686,559.11)</b>	<b>(12.93%)</b>
	<b>FUND EQUITY</b>				
30000	Fund balance	4,611,918.85	4,611,918.85	.00	.00
	<b>FUND EQUITY TOTALS Prior to Current Year Changes</b>	<b>\$4,611,918.85</b>	<b>\$4,611,918.85</b>	<b>\$0.00</b>	<b>0.00%</b>
	Prior Year Fund Equity Adjustment	(501,039.63)	140,206.59		
	Fund Revenues	(4,889,495.74)	(6,867,459.22)		
	Fund Expenses	5,576,054.85	6,226,213.00		
	<b>FUND EQUITY TOTALS</b>	<b>\$4,426,399.37</b>	<b>\$5,112,958.48</b>	<b>(\$686,559.11)</b>	<b>(13.43%)</b>
	<b>LIABILITIES AND FUND EQUITY TOTALS</b>	<b>\$4,426,399.37</b>	<b>\$5,112,958.48</b>	<b>(\$686,559.11)</b>	<b>(13.43%)</b>
	Fund Type Totals	\$197,183.09	\$197,183.09	\$0.00	0.00%
Fund Category	<b>Special Revenue Funds Totals</b>	<b>\$197,183.09</b>	<b>\$197,183.09</b>	<b>\$0.00</b>	<b>0.00%</b>
	Grand Totals	\$197,183.09	\$197,183.09	\$0.00	0.00%



# Income Statement

Through 12/09/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category <b>Special Revenue Funds</b>							
Fund Type							
<b>REVENUE</b>							
40000	Property Taxes-Real Estate	717,000.00	.00	488,996.82	228,003.18	68	708,162.92
40010	Property Taxes-Delinquent RE	300.00	.00	.00	300.00	0	.00
40100	Property Taxes-Mobile Home	750.00	.00	.00	750.00	0	694.47
40120	TIF Receipts	2,900.00	.00	15,559.62	(12,659.62)	537	37,613.73
43000-01	Investment Earnings interest	100,000.00	.00	142,849.42	(42,849.42)	143	183,908.94
43000-02	Investment Earnings Amortization	.00	.00	7,131.65	(7,131.65)	+++	4,897.09
43000-03	Investment Earnings Taxes	50.00	.00	.00	50.00	0	2,366.79
45000	Licenses & permits	388,609.00	.00	187,503.30	201,105.70	48	399,372.50
46100	Service fees	414,055.00	.00	473,441.03	(59,386.03)	114	313,876.88
48000	Local Contributions	.00	.00	2,400.00	(2,400.00)	+++	160,000.00
51000	Revenue from federal & state	5,356,279.00	.00	3,571,613.90	1,784,665.10	67	5,055,141.67
57000	Credit Card Rebates	2,500.00	.00	.00	2,500.00	0	1,424.23
<b>REVENUE TOTALS</b>		<b>\$6,982,443.00</b>	<b>\$0.00</b>	<b>\$4,889,495.74</b>	<b>\$2,092,947.26</b>	<b>70%</b>	<b>\$6,867,459.22</b>
<b>EXPENSE</b>							
60100	Payroll-Full time	3,138,517.00	.00	2,333,330.83	805,186.17	74	2,567,928.38
60110	Payroll-Part time	281,038.00	.00	157,773.42	123,264.58	56	139,877.77
60650	Health & Life insurance	965,491.00	.00	762,267.18	203,223.82	79	821,334.44
60800	County fringe costs	38,960.00	.00	51,453.30	(12,493.30)	132	54,253.71
60900	Payroll escrow	6,576.00	.00	10,000.00	(3,424.00)	152	10,000.00
61000	Office supplies	61,164.00	.00	33,868.35	27,295.65	55	47,739.18
61010	Postage & mailings	11,853.00	.00	6,842.55	5,010.45	58	9,482.75
61030	Printing & binding	6,968.00	.00	913.06	6,054.94	13	1,620.61
61200-01	Vehicle supplies unleaded fuel	10,093.00	62.03	2,935.54	7,157.46	29	1,094.70
61300	Custodial maintenance supplies	5,124.00	.00	3,312.20	1,811.80	65	4,215.16
61400-01	Program supplies Medical & dental	73,559.00	.00	67,118.57	6,440.43	91	50,524.20
61400-03	Program supplies Other	32,469.00	.00	23,162.28	9,306.72	71	15,816.11
61900-02	Small capital purchases office furniture and equipment	75,170.00	.00	40,236.95	34,933.05	54	55,248.03
62050	Conferences & meetings	13,659.00	.00	9,092.99	4,566.01	67	17,561.62
62100-01	Travel mileage reimbursement	32,844.00	1,364.30	16,025.62	16,818.38	49	19,730.96
62100-02	Travel transportation	14,115.00	.00	1,863.08	12,251.92	13	3,251.11
62100-03	Travel lodging	13,933.00	.00	5,422.85	8,510.15	39	7,972.30



# Income Statement

Through 12/09/25  
 Consolidated Detail Listing  
 Exclude Rollup Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
62100-04	Travel fuel	358.00	.00	.00	358.00	0	105.24
62100-05	Travel Other	5,928.00	.00	3,133.80	2,794.20	53	3,766.95
62200	Dues & memberships	31,677.00	.00	16,406.86	15,270.14	52	20,776.87
63060	Medical and dental services	629,906.00	.00	425,495.43	204,410.57	68	507,390.24
63090	Other professional services	55,196.00	2,534.50	69,663.38	(14,467.38)	126	41,397.76
63200-02	Technical services IT	117,277.00	231.28	90,048.91	27,228.09	77	90,487.06
63250	Security services	.00	.00	(2,041.67)	2,041.67	+++	2,490.00
63400	Temporary employment services	108,426.00	.00	.00	108,426.00	0	24,858.65
63500	Custodial services	73,222.00	.00	78,909.56	(5,687.56)	108	60,651.69
63600	Maintenance contract-buildings	20,783.00	361.29	9,144.22	11,638.78	44	8,938.95
63610	Maint contracts-office equipment	23,412.00	.00	12,046.81	11,365.19	51	13,845.05
63770	Repair & maint-vehicles	8,388.00	.00	530.55	7,857.45	6	6,327.90
65000-03	Lease payment County Health	305,000.00	.00	277,932.93	27,067.07	91	303,199.56
65150-01	Telephone Cellular communications	26,907.00	1,776.06	21,204.95	5,702.05	79	23,626.14
65150-02	Telephone Land lines	7,321.00	15.27	5,018.68	2,302.32	69	5,835.19
68500	Sub-grantee payments	808,461.00	.00	763,008.90	45,452.10	94	780,084.65
68510	Program expenses	488,711.00	.00	169,266.86	319,444.14	35	283,276.99
68530	Program certificates	106,260.00	.00	71,521.47	34,738.53	67	142,776.76
81000-02	Major capital purchases office furniture and equipment	115,025.00	.00	37,225.05	77,799.95	32	82,708.05
81000-08	Major capital purchases vehicles	44,470.00	.00	.00	44,470.00	0	.00
87500	Reimbursements	.00	.00	1,919.39	(1,919.39)	+++	(3,981.73)
<b>EXPENSE TOTALS</b>		<b>\$7,758,261.00</b>	<b>\$6,344.73</b>	<b>\$5,576,054.85</b>	<b>\$2,182,206.15</b>	<b>72%</b>	<b>\$6,226,213.00</b>



# Income Statement

Through 12/09/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
	Fund Type Totals						
	REVENUE TOTALS	6,982,443.00	.00	4,889,495.74	2,092,947.26	70%	6,867,459.22
	EXPENSE TOTALS	7,758,261.00	6,344.73	5,576,054.85	2,182,206.15	72%	6,226,213.00
	Fund Type Net Gain (Loss)	(\$775,818.00)	(\$6,344.73)	(\$686,559.11)	(\$89,258.89)	88%	\$641,246.22
	Fund Category <b>Special Revenue Funds</b> Totals						
	REVENUE TOTALS	6,982,443.00	.00	4,889,495.74	2,092,947.26	70%	6,867,459.22
	EXPENSE TOTALS	7,758,261.00	6,344.73	5,576,054.85	2,182,206.15	72%	6,226,213.00
	Fund Category <b>Special Revenue Funds</b> Net Gain (Loss)	(\$775,818.00)	(\$6,344.73)	(\$686,559.11)	(\$89,258.89)	88%	\$641,246.22
	Grand Totals						
	REVENUE TOTALS	6,982,443.00	.00	4,889,495.74	2,092,947.26	70%	6,867,459.22
	EXPENSE TOTALS	7,758,261.00	6,344.73	5,576,054.85	2,182,206.15	72%	6,226,213.00
	Grand Total Net Gain (Loss)	(\$775,818.00)	(\$6,344.73)	(\$686,559.11)	(\$89,258.89)	88%	\$641,246.22



# Income Statement

Through 12/09/25  
Consolidated Detail Listing  
Exclude Rollup Account

Account	Account Description	YTD Actual Amount	Prior Year YTD Total	FAVORABLE <UNFAVORABLE>
<b>REVENUE</b>				
40000	Property Taxes-Real Estate	488,996.82	571,175.32	(82,178.50)
40010	Property Taxes-Delinquent RE	.00	.00	-
40100	Property Taxes-Mobile Home	.00	.00	-
40120	TIF Receipts	15,559.62	36,645.37	(21,085.75)
43000-01	Investment Earnings interest	142,849.42	169,652.27	(26,802.85)
43000-02	Investment Earnings Amortization	7,131.65	4,266.55	2,865.10
43000-03	Investment Earnings Taxes	.00	.00	-
45000	Licenses & permits	187,503.30	226,469.50	(38,966.20)
46100	Service fees	473,441.03	307,803.39	165,637.64
48000	Local Contributions	2,400.00	160,000.00	(157,600.00)
51000	Revenue from federal & state	3,571,613.90	4,694,683.62	(1,123,069.72)
57000	Credit Card Rebates	.00	.00	-
<b>REVENUE TOTALS</b>		<b>\$4,889,495.74</b>	<b>\$6,170,696.02</b>	<b>(1,281,200.28)</b>
<b>EXPENSE</b>				
60100	Payroll-Full time	2,333,330.83	2,369,249.48	35,918.65
60110	Payroll-Part time	157,773.42	129,247.88	(28,525.54)
60650	Health & Life insurance	762,267.18	745,601.95	(16,665.23)
60800	County fringe costs	51,453.30	3,963.24	(47,490.06)
60900	Payroll escrow	10,000.00	10,000.00	-
61000	Office supplies	33,868.35	43,993.60	10,125.25
61010	Postage & mailings	6,842.55	8,184.75	1,342.20
61030	Printing & binding	913.06	1,543.96	630.90
61200-01	Vehicle supplies unleaded fuel	2,935.54	533.83	(2,401.71)
61300	Custodial maintenance supplies	3,312.20	3,871.00	558.80
61400-01	Program supplies Medical & dental	67,118.57	43,982.47	(23,136.10)
61400-03	Program supplies Other	23,162.28	13,996.88	(9,165.40)
61900-02	Small capital purchases office furniture and equipment	40,236.95	54,651.43	14,414.48
62050	Conferences & meetings	9,092.99	17,291.62	8,198.63
62100-01	Travel mileage reimbursement	16,025.62	18,657.58	2,631.96
62100-02	Travel transportation	1,863.08	3,249.86	1,386.78
62100-03	Travel lodging	5,422.85	7,846.90	2,424.05
62100-04	Travel fuel	.00	105.24	105.24
62100-05	Travel Other	3,133.80	3,766.95	633.15
62200	Dues & memberships	16,406.86	20,909.28	4,502.42
63060	Medical and dental services	425,495.43	465,565.49	40,070.06
63090	Other professional services	69,663.38	39,505.40	(30,157.98)
63200-02	Technical services IT	90,048.91	84,293.33	(5,755.58)
63250	Security services	(2,041.67)	.00	2,041.67
63400	Temporary employment services	.00	24,858.65	24,858.65
63500	Custodial services	78,909.56	55,605.50	(23,304.06)
63600	Maintenance contract-buildings	9,144.22	8,562.60	(581.62)
63610	Maint contracts-office equipment	12,046.81	13,070.88	1,024.07
63770	Repair & maint-vehicles	530.55	6,127.83	5,597.28
65000-03	Lease payment County Health	277,932.93	277,932.93	-
65150-01	Telephone Cellular communications	21,204.95	23,626.14	2,421.19



# Income Statement

Through 12/09/25  
 Consolidated Detail Listing  
 Exclude Rollup Account

Account	Account Description	YTD Actual Amount	Prior Year YTD Total	FAVORABLE <UNFAVORABLE>
65150-02	Telephone Land lines	5,018.68	5,771.90	753.22
68500	Sub-grantee payments	763,008.90	709,344.59	(53,664.31)
68510	Program expenses	169,266.86	242,365.44	73,098.58
68530	Program certificates	71,521.47	141,457.76	69,936.29
81000-02	Major capital purchases office furniture and equipment	37,225.05	46,117.96	8,892.91
81000-08	Major capital purchases vehicles	.00	.00	-
87500	Reimbursements	1,919.39	(6,140.97)	(8,060.36)
<b>EXPENSE TOTALS</b>		<b>\$5,576,054.85</b>	<b>\$5,638,713.33</b>	<b>62,658.48</b>
<b>REVENUE TOTALS</b>		<b>4,889,495.74</b>	<b>6,170,696.02</b>	<b>(1,281,200.28)</b>
<b>EXPENSE TOTALS</b>		<b>5,576,054.85</b>	<b>5,638,713.33</b>	<b>62,658.48</b>
Fund Type	Net Gain (Loss)	<b>(\$686,559.11)</b>	<b>\$531,982.69</b>	<b>1,218,541.80</b>



# MB Customer Balance Report

Miscellaneous Billing

As of 12/05/25

Customer	Undesignated Balance	Invoice Balance	Open Invoices	Net Balance
567 - DHS Better Birth Outreach #6.23	.00	2,122.82	1	2,122.82
542 - DHS Breastfeeding Peer Couns. #1.2	.00	7,976.76	2	3,549.60
543 - DHS Farmer's Market #1.3	.00	.00	0	.00
544 - DHS Women, Infant & Children #1	.00	40,069.74	2	40,069.74
619 - DOR Alcoholic Liquor Enforcement Pilot Program #9	.00	.00	0	.00
555 - EPA Solid Waste Enforcement #13.1	.00	.00	0	.00
733 - IDHS - Permanent Supportive Housing - #15.63-PSH	.00	8,863.66	1	8,863.66
734 - IDHS - Rapid Re-Housing - #15.64-RRH	.00	8,439.58	1	8,439.58
711 - IDPH - LHD DIS WORKFORCE DEV - #15.75-DIS	.00	11,221.92	4	11,221.92
743 - IDPH Baby-ZZZ Safe Sleep Program #1.4	.00	.00	0	.00
554 - IDPH Body Art Inspection #12.4	.00	2,325.00	1	2,325.00
540 - IDPH Breast & Cervical Cancer #17	.00	20,589.43	5	20,589.43
566 - IDPH Cities Readiness #52	.00	11,700.99	1	11,700.99
536 - IDPH Comprehensive Local Health Protection #3	.00	71,779.06	1	71,779.06
560 - IDPH Genetics #6.3	.00	12,080.00	2	12,080.00
546 - IDPH Lead Poisoning Case Mgt #7.2	.00	9,571.06	1	9,571.06
738 - IDPH LHD Resp. Surv. & Outbreak #3.8	.00	27,370.24	1	27,370.24
745 - IDPH LHPG Tuberculosis (TB) Prevention #3.4	.00	139.88	1	139.88
654 - IDPH Perinatal Hepatitis B Prevention #3.7	.00	409.92	1	409.92
550 - IDPH Potable Water Supply #11	.00	287.50	1	287.50
568 - IDPH Public Health Emerg. Prep. #50.2	.00	.00	0	.00
556 - IDPH Ryan White Part B #15.3	.00	260,989.74	3	260,989.74
608 - IDPH Ryan White Part B -POOL- #15.3	.00	22,540.35	2	22,540.35
553 - IDPH Tanning Inspection #12.3	.00	200.00	1	200.00
736 - IDPH Tick #12.1	.00	2,831.44	1	2,831.44
535 - IDPH Tobacco Free IL #30	.00	15,005.49	1	15,005.49
552 - IDPH West Nile Culex #12.21	.00	12,097.68	1	12,097.68
735 - IEPA Residential Sharps Collection Program #7.4	.00	828.92	1	828.92
537 - IGD Next Step Up #15.6	.00	741.83	1	741.83
595 - IPHA HIV Prevention #15.1	.00	11,522.02	3	11,522.02
680 - New Horizon/IGD #15.61NH	.00	2,950.63	1	2,950.63
596 - One Time Funding	.00	.00	0	.00
681 - Permanent Housing/IGD #15.62PH	.00	1,525.93	1	1,525.93
692 - PHIMC #15.25	.00	500.00	1	500.00
557 - STL Ryan White Part A #15.4	.00	21,524.98	6	21,524.98
651 - STL Ryan White Part A #15.45	.00	51,272.65	4	51,272.65
746 - STL Ryan White Part A #15.46	.00	11,488.50	1	11,488.50
669 - YouthCare/Hlthworks #6.4	.00	52,642.48	2	52,642.48
Grand Totals	\$4,427.16	\$703,610.20	56	\$699,183.04
FOOD RECEIVABLE PER SCCHD DATABASE			892	297,582.15
MEDICAL SERVICES RECEIVABLE PER SCCHD DATABASE			70	7090.95
Grand Totals				<b>\$1,003,856.14</b>



**St. Clair County Health Department  
2025 Expenditure Budget - Requested Changes**

County Fringe Costs	12,893.30	increase
Health & Life Insurance	(12,893.30)	decrease
<i>To adjust for County Fringe Costs Over Budget</i>		
Payroll Escrow	3,424.00	increase
Health & Life Insurance	(3,424.00)	decrease
<i>To adjust for Payroll Escrow Over Budget</i>		
Program Supplies Medical & Dental	8,559.57	increase
Office Supplies	(8,559.57)	decrease
<i>To adjust for Program Supplies Medical &amp; Dental Over Budget</i>		
Other Professional Services	17,037.00	increase
Custodial Services	13,187.56	increase
Medical and Dental Services	(30,224.56)	decrease
<i>To adjust for Other Professional Services and Custodial Services Over Budget</i>		
Sub-Grantee Payments	29,547.90	increase
Program Expense	(29,547.90)	decrease
<i>To adjust for Sub-Grantee Payments Over Budget</i>		

**7.a.vii**



**St. Clair County Health Department  
2026 Board of Health Meeting Schedule**

The meetings of the Board of Health for 2026 will be held as follows:

Tuesday	January 20 <sup>th</sup>	6:30 p.m.
Tuesday	February 17 <sup>th</sup>	6:30 p.m.
Tuesday	March 17 <sup>th</sup>	6:30 p.m.
Tuesday	April 21 <sup>st</sup>	6:30 p.m.
Tuesday	May 19 <sup>th</sup>	6:30 p.m.
Tuesday	June 16 <sup>th</sup>	6:30 p.m.
Tuesday	July 14 <sup>th</sup> *	6:30 p.m.
Tuesday	August 18 <sup>th</sup>	6:30 p.m.
Tuesday	September 15 <sup>th</sup>	6:30 p.m.
Tuesday	October 20 <sup>th</sup>	6:30 p.m.
Tuesday	November 17 <sup>th</sup>	6:30 p.m.
Tuesday	December 15 <sup>th</sup>	6:30 p.m.

Notification will be made of any change in time, date or place of any meeting.

\*NOTE: Due to the County Board meeting the third week in July instead of the 4<sup>th</sup> week, the health department will meet the second week in July, prior to the July County Board meeting.

**BOARD MEMBERS**

**Cindy Thompson, RN**  
*President*

**Matt Smallheer, County Board**  
*President-Elect*

**Jennifer Demsar, FNP**  
*Secretary*

**Leo Dumstorff, DDS**

**Jennifer Demsar, FNP**

**William R. Kreeb, MS**

**Anne Nash, MD**

**Spencer Sholl, PA-C**

**Kelly Wood, MD, MSPH**

**Myla Blandford**  
**MPH, REHS, LEHP**  
*Executive Director*

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**ST. CLAIR COUNTY HEALTH DEPARTMENT  
DIVISION UPDATES**  
**Submitted for December 9, 2025 Board of Health Meeting**

**ADMINISTRATION DIVISION**

**Information Technology (IT) Manager reports:**

- Upgrading all computers browser versions in agency (except in EH) to meet new CDP EMR security requirements.
- Continuing the upgrade process of every data network switch in our building with County IT with the work taking place nights and weekends.
- Work continues on new health department intranet design/build to live on Microsoft 365.
- Continues to work on 2025-2026 IT budgeting for all divisions.
- Coordination continues with all divisions on new IT equipment purchases and implemented St. Clair domain software and configuration build requirements.
- Ongoing IT support and tasks include but are not limited to:
  - Continue to coordinate upgrade schedule of all six (6) SCCHD data network switches with County IT for 2025.
  - Ongoing communication County IT updating Active Directory adds/deletes of machine and user profiles.
  - Data network security monitoring and mitigation as threats have increased world-wide, especially against government entities.
  - Provide secondary support for the website, intranet, and social media management for the health department.
  - Provide daily onsite support for data, equipment, connectivity at Health Department headquarters, as-well-as, maintaining monitoring networks of 330 West Main Vaccine cold holding equipment.
  - Mobile and network software security updates and re-installs.
  - Kronos support.

**Accounting Manager reports:**

**Since the last Board of Health meeting the Accounting Department:**

- Continues to process invoices, deposits and update current and close prior year programs.
- Completed the full inventory on November 20, 2025, and is in the process of locating missing assets. Updates to the inventory will be addressed at the next board meeting.
- Processed a payment payable to the County for county costs (FICA/IMRF/UE/WC) that were paid to the Health Department by various grantors. The amount owed to the county was \$46,883.30. Year to date the Health Department has paid the County a total of \$1,268,224.30.
- The incentive and cash drawer audits will be completed, and results will be reported at the next Board meeting in January.
- The Accounting Manager reviewed the Income Statement Dated 11/30/25 for over-budgeted expense and prepared journal entries to adjust the over-

**ST. CLAIR COUNTY HEALTH DEPARTMENT  
DIVISION UPDATES**  
**Submitted for December 9, 2025 Board of Health Meeting**

budgeted expense. The Executive Director has reviewed the adjustments and concurs with the entries. Once the Board approves the adjustments the journals will be forwarded to the Auditor for processing.

- Due to the early Board Meeting, the December expense claims will be processed after the Board Meeting. The checks will be processed on December 10th and the 16th, 2025. The Accounting Manager will ask the Board to approve an amount not to exceed \$500,000. The details for the expense claims will be reviewed and approved at the January meeting.

**Organizational Communication Manager (OCM) reports:**

**PIO Activity:**

- News Releases sent out in November: 1
- I received an invitation to sign up for STIC (Statewide Terrorism & Intelligence Center) initiative in which partners receive intelligence through e-mail, portal access, and a monthly webinar. Membership with the Homeland Security Information Network (HSIN) was required.
- IDPH Metro-East Region Lead PIO activities as needed throughout the month.
- 11/3/2025– IDPH Monthly Regional PIO Lead Call.
- 11/5/2025 – Facilitated the UHC PIO Conference Call.
- 11/20/2025 – STIC FOUO November Webinar

**Human Resources (HR)/Miscellaneous activity:**

- For November:
  - New employees onboarded: 0
  - Student Intern onboarded: 0
  - Terminations/Retirements processed: 1
  - Transfers/Promotions processed: 0
- Trainings & Webinars:
  - 11/12/2025 – ISP FRO Team webinar with Firearm Safe Storage Strategies Grantee
  - 11/12/2025 – DHSS Enhancing Communication Lunch and Learn Series: Speak Clearly
  - 11/18/2025 - Navigating the Ups and Downs of Caregiving: Managing Stress and Finding Support
- 11/6/2025 – CQI Committee meeting.
- 11/17/25 – Firearms Grant meeting (Virtual). Participation in the Firearms (FA) Grant meetings and deliverables.
- 11/18/2025 – Attended the SCC Payroll Clerk Meeting.
- Advise Sheets completed for 1/1/2026 payroll changes via Neogov.
- Ongoing and regular monthly activity:
  - Neogov –Continue to spend time navigating the system, inputting open positions and processing applicants.
  - UKG Kronos Timekeeping System:

**ST. CLAIR COUNTY HEALTH DEPARTMENT  
DIVISION UPDATES**

**Submitted for December 9, 2025 Board of Health Meeting**

- Continue to fine tuning employee account information, adding fields for customization and customizing dashboards for accounting staff and management team.
- BOH document preparation for monthly meeting.
- Attend BOH meeting.
- Participate and attend any All Staff, DD, Admin & Manager meetings as required.
- Continue to review HR (Human Resources) and Operational Policies for updates including a policy outlining the agency's new hire onboarding process.
- Liaison with County HR and Payroll Department for employee issues, hiring & terminations.
- Navigate issues with County HR/PBC as needed.
- SCCHD policy updates.
- The agency "key" inventory with Administrative Representative.

**Social Media/Website/Marketing:**

- Agency website updates and postings for staff as requested and needed.
- Scheduled social media posts for programs and community activities from flyers sent to us by partners when relevant to our audience.
- Worked on SM campaigns to post including recycling events, recalls, WIC, EMA Health Department spotlight, holiday closings, Baby Formula Recall, PH Thank You Day, Respiratory Vaccines, SCC MRC at work.
- Monitored Social Media accounts from IDPH, CDC, SCC EMA and other area partners for relevant information to share and re-post.
- Monitor and responded to Messenger messages through Facebook and Instagram.
- Loomly Analytics for November 2025 can be found [HERE](#).

**Systems Quality Manager & System Quality Planner report:**

- SQM met with CQI committee and voted on order of CQI projects that came from different divisions.
- SQM worked with WIC Manager and other board members to create tracking system for selected CQI project.
- SQM provided updates on PHAB and CQI activities at Healthcare Commission meeting.
- SQM reviewed current CQI Plan to begin making updates to the plan.
- SQM worked with SQP to meet with different workgroups in the county for updates to I-Plan.
- SQM attended webinars on rural communities and economic resilience
- SQM continued to meet with staff about PHAB requirements.

**ENVIRONMENTAL DIVISION**

**ST. CLAIR COUNTY HEALTH DEPARTMENT  
DIVISION UPDATES**

**Submitted for December 9, 2025 Board of Health Meeting**

1. Environmental Protection conducted 4 Landfill inspections, 1 Compost site inspection, 3 New Open Dumps, 0 open dump sites closed, 0 Consultations, 3 Complaint inspections/complaint rechecks in October 2025.
2. The Environmental Health Staff were able to complete 219 routine food inspections, 17 rechecks, 7 FBI investigations, 7 opening inspections, 8 food-related complaints and 103 (calls and e-mails) food consultations, 5 sewage complaint investigations and rechecks, 57 sewage consultations, 9 sewage systems installed, 0 home loans, and 2 well installed.
3. The annual Environmental Health Association (IEHA) Education Conference was held at Staved Rock Lodge on November 5<sup>th</sup> & 6<sup>th</sup>, 2025. Environmental health staff attended and obtained continuing education credits for food, water, and sewage. Topics included the FDA code and private sewage program updates.
4. Staff attended the annual Illinois Mosquito & Vector Control Association Conference which was held in Champaign on November 20-21, 2025.

**INFECTIOUS DISEASE PREVENTION & EMERGENCY PREPAREDNESS**

1. SCCHD investigated and closed the following congregate care setting outbreaks during November:
  - a. COVID19 – 1
  - b. Streptococcal Disease – 1
2. SCCHD communicable disease staff investigated or is in-progress investigating the following cases in November: Chlamydia – 72; Gonorrhea – 25; Hepatitis A – 2; Hepatitis B – 1; Hepatitis C – 2; Syphilis –12; Animal bites –37; Salmonella – 2.
3. SCCHD attended the following Emergency Preparedness and Response meetings in November: HOPE Coalition November 5, 2025, STARRS Public Health Subcommittee meeting on November 10, 2025, HOPE Coalition CHEMPACK Functional Exercise Planning C&O meeting November 12, 2025, IDPH Regional meeting November 13, 2025 and IDPH PHEP & LHD meeting November 18, 2025.
4. SCCHD Emergency Preparedness staff completed one (1) Illinois Department of Public Health Edwardsville Region radio drill and one (1) MRC call-down drill on November 12, 2025.
5. SCCHD outreach coordinator participated at the We Care Clinic in East St. Louis to provide information on the IL Breast & Cervical Cancer Program November 1, 2025, District 201 Career Expo November 18, 2025 located at The CAVE and a Teddy Bear Clinic for Wolf branch Elementary School on November 21, 2025.

**ST. CLAIR COUNTY HEALTH DEPARTMENT  
DIVISION UPDATES  
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6. SCCHD staff attended an Illinois Helps Administrator Training on November 10, 2025, 3rd Annual Healthcare Coalition Summit on November 7, 2025, and a two-day Homeland Security Exercise and Evaluation Program (HSEEP) training on November 19<sup>th</sup> and 20<sup>th</sup>, 2025.

**HIV CARE & PREVENTION**

**Care Services**

- During the month of November, 15 individuals were referred to Ryan White Case Management and successfully linked to services.
- As of November 30<sup>th</sup>, 2025, there are 680 clients enrolled and active in the Ryan White Case Management program.
- Open Enrollment is underway. Staff are scheduling phone appointments with Ryan White clients who have expressed a need for assistance with updating their application. The goal is to have all updates completed and documentation uploaded into the case management database by December 15<sup>th</sup>, 2025.
- There has been renewed interest in the Client Support Group with some clients returning who have not attended in a while

**Prevention/Surveillance Services**

- The Prevention Coordinator completed additional training to complete Surveillance contact calls to become more comfortable with her role
- Upcoming event – HIV Testing Event held at SWIC and co-sponsored by the SWIC Equality Club on December 1<sup>st</sup>, 2025 from 12 – 2pm for World AIDS Day.

**HEALTH PROMOTION AND WELLNESS DIVISION**

1. **Diapers:** SCCHD did not distribute diapers in December. However, we registered clients for a pilot program through Dollar Diapers. This program provides clients with \$40/month towards purchasing diapers of their choice for 6 months. We will continue to enroll families through December. One hundred and forty-one families were enrolled in November. The SCCHD monthly diaper giveaways resume January 2026.
2. **Immunizations:** November was a consistent month with administering respiratory vaccines. COVID-19 and FLU vaccines started last month. A total of 103 vaccines, including travel vaccines were administered.
3. **Women, Infant and Children (WIC):** The WIC monthly caseload achievement was 79% USDA/WIC caseload has remained steady at 2,059. WIC continues to operate as usual.
4. **YouthCare (previously known as Healthworks of Illinois):** The YouthCare caseload is currently at 365 participants and is running smoothly. We continue to cover all of St. Clair County, Clinton, Washington, Monroe, and Randolph.

**ST. CLAIR COUNTY HEALTH DEPARTMENT  
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5. **Breastfeeding Peer Counselor (BFPC):** The current BFPC caseload is at 396 women & infants.
6. **Lead:** There were 38 childhood lead tests, and 7 prenatal lead tests administered in-house in November. Case management of 44 children is active, along with 2 home visits for high lead content in blood levels.
7. **Covid-19 & Influenza & RSV Testing:** 0 tests were administered in November with 0 positive test in house. (0-positive Covid-19, 0-Flu A & B, or 0-RSV).
8. **Residential Sharps Program:** 3 collected containers, 10 containers given out.
9. **We highlighted** Men<sup>®</sup> Health and Diabetes Awareness on our waiting room education screens.

**CLINICAL SERVICES AND SYSTEMS DIVISION**

1. **Illinois Breast and Cervical Cancer Program (IBCCP)** - There were **0** clients enrolled, **0** high deductible, **0** clinically navigated insurance, and **0** younger symptomatic referral in the BCCP program.
2. **Fluoride Varnish** - **14** fluoride varnish treatments were provided in November.
3. **STI Clinic** - Completed **2** STI screenings including walk-ins as well as providing risk reduction education for prevention and providing testing for STI services.
4. **TB** - SCCHD follows/treating **20** latent TB cases. There are currently no active TB cases that are being treated or monitored through Video Observed Therapy (VOT) or Direct Observed Therapy (DOT). **Four (4)** clients were seen in the clinic. Dr. Badahman<sup>®</sup> next clinic will be on January 6, 2026. **29** skin tests were placed in November with **1** positive.

**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

<b>ENVIRONMENTAL PROGRAMS</b>	<b>OCT</b>	<b>NOV</b>	<b>YTD 25</b>	<b>YTD 24</b>
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**ENVIRONMENTAL HEALTH**

**FOOD SERVICE PROGRAM**

Routine Inspection	167	219	<b>2,247</b>	<b>2,369</b>
Reinspection	22	17	<b>265</b>	<b>512</b>
Opening Inspections	6	7	<b>52</b>	<b>54</b>
Food Recalls	27	20	<b>197</b>	<b>180</b>
Foodborne Illness Investigations	0	7	<b>7</b>	<b>7</b>
Complaint Investigations	6	8	<b>131</b>	<b>132</b>
In-services	0	0	<b>1</b>	<b>9</b>
# of Participants	0	0	<b>14</b>	<b>149</b>
Consultations/Plan Reviews/Fires/Disasters	78	103	<b>1,182</b>	<b>2,317</b>

**NUISANCE/VECTOR/TANNING**

Complaint Investigations & Rechecks	0	0	<b>4</b>	<b>6</b>
Smoke Free IL Complaints	2	0	<b>8</b>	<b>10</b>
Smoke Free IL Citations	0	0	<b>0</b>	<b>0</b>
Consultations (Smoking, Tanning, Vector)	176	200	<b>1,466</b>	<b>581</b>
Tanning/Body Art Inspections & Rechecks	7	0	<b>35</b>	<b>14</b>
Vector Surveillance sites (May - October)	0	0	<b>138</b>	<b>20</b>

**POTABLE WATER PROGRAM**

Well Permits Issued	1	2	<b>25</b>	<b>19</b>
Well Inspections	2	2	<b>27</b>	<b>17</b>
Analysis Reviewed	0	4	<b>40</b>	<b>61</b>
Consultations	5	0	<b>44</b>	<b>195</b>

**PRIVATE SEWAGE PROGRAM**

Permits Issued	13	5	<b>92</b>	<b>103</b>
Sewage Consultations	85	57	<b>948</b>	<b>1,103</b>
Systems Inspected	8	9	<b>78</b>	<b>99</b>
Complaints, Investigations & Rechecks	2	5	<b>30</b>	<b>39</b>
Home Loan Inspections	0	0	<b>3</b>	<b>2</b>

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Executive Director  
St. Clair County Health Department

**Administrative/Fiscal**

618.233.7703  
618.222.1630 fax

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**Communicable Disease**

618.233.6175  
618.233.9356 fax

**Southwestern Illinois  
HIV Care Connect**

618.825.4501  
618.825.4585 fax

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618.233.7703  
618.233.9356 fax

**Environmental Health**

618.233.7769  
618.236.0676 fax

**Health Promotion & Wellness  
Clinical Services & Systems**

**Maternal-Child Health Programs**

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618.236.0831 fax

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618.233.7713 fax

**Immunizations**

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**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

ENVIRONMENTAL PROGRAMS	OCT	NOV	YTD 25	YTD 24
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**ENVIRONMENTAL PROTECTION and POLLUTION PREVENTION**

**LANDFILL PROGRAM**

Landfill, Compost, Open Dump Inspections, FUIs	7	8	77	82
New Open Dump Sites Closed	0	1	8	1
Complaint Investigations, Rechecks	5	3	38	60
Consultations	0	0	2	95

**POLLUTION PREVENTION PROGRAM**

Consultations/Presentations	0	0	0	4
Materials Distributed	0	0	0	2

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**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

<b>INFECTIOUS DISEASE PREVENTION</b>	<b>OCT</b>	<b>NOV</b>	<b>YTD 25</b>	<b>YTD 24</b>
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**COMMUNICABLE DISEASE CASES**

Chlamydia	67	72	729	677
E-Coli	0	0	<5	84
Gonorrhea	26	25	254	277
Group A Streptococcal (Strep)	1	0	6	13
Hepatitis A	5	2	12	3
Hepatitis B	2	1	43	8
Hepatitis C	4	2	172	92
HIV+	0	1	<10	<10
Influenza	1	0	47	21
Covid-19	0	0	0	1
Flu-like Symptoms ( <i>Specific</i> )	0	0	0	0
Meningitis (Bacterial)	0	0	1	0
MRSA	0	0	0	0
Pertussis	0	0	7	11
Salmonella	3	2	11	29
Syphilis	17	12	182	143

**TB CONTROL/TESTING**

Field Visits (Directly Observed Therapy)	0	0	0	155
Client Contacts (Directly Observed Therapy)	0	0	0	155
Video Observed Therapy	0	0	0	197
Client Served under Video Observed Therapy	0	0	0	4
Clients Served (by Physician)	3	4	44	43
Client Contacts (Clinic)	7	5	676	879
Chest X-Ray	2	1	12	34
Skin Tests	29	29	341	379
Positive Skin Tests	0	1	1	0
MTB Cases	0	0	0	5
Suspects	0	0	2	0

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**November 2025 Stats**

<b>INFECTIOUS DISEASE PREVENTION</b>	<b>OCT</b>	<b>NOV</b>	<b>YTD 25</b>	<b>YTD 24</b>
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**ILLNESS INVESTIGATIONS-CONSULTATIONS**

Off-site	0	0	0	1
Office	0	0	0	3
Phone	95	67	1,052	3,255
OOJ - Out of Jurisdiction	22	28	445	256
Documentation Sen-Physicians/ MSP Providers	0	0	0	15

**HIV/AIDS CARE REGION**

Starting Caseload	676	680	679	680
New to Medical Case Management Clients	12	15	115	103
Discharges	8	15	116	73
Jurisdictional Changes	0	0	-5	0
Remaining/Current Caseload	680	680	667	672

**HIV PREVENTION - REGION**

HIV Tests Completed Total	0	0	22	2
HIV Tests Completed Total (Routine)	0	0	79	189
HIV Tests Completed Total (Risk Based)	0	0	3	17
HIV Tests Completed at SCCHD	0	0	57	201
New Positive Cases Identified	0	0	1	0
# Cases Linked to HIV Medical Care	0	0	1	0

**HIV DISEASE INTER. SERV. - REGION**

New Cases Opened through Surveillance	0	50	262	35
Individuals Notified	0	0	1	0
Linked to Medical Care	0	0	2	0
Already in care (May reflects to-date number)	0	29	75	15

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<b>EMERGENCY PREPAREDNESS &amp; CRI</b>	<b>OCT</b>	<b>NOV</b>	<b>YTD 25</b>	<b>YTD 24</b>
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**COMMUNITY COORDINATION**

External Conferences/Workshops/Trainings Attended	1	4	14	16
Community Partnership Meetings	7	10	55	52
Drills/Exercises	1	2	14	22
Internal (SCCHD)	0	0	3	10
External	3	2	13	19

**TRAINING**

SCCHD Personnel Trained	0	3	16	264
New Employee PHEP Orientation	0	0	17	11
Annual PHEP Employee Training	0	0	7	1
Incident Command System (ICS)	0	1	7	13
Point of Dispensing (POD)	0	0	2	131
Other/Misc	0	3	3	108
Community Partners Trained	1	0	1	47

**COMMUNITY HEALTH/OUTREACH**

Public Outreach/Presentations	8	2	27	20
Narcan Outreach Events	5	2	24	34
Narcan Trainings Provided	0	0	16	255
Attendance	0	0	2,040	965
Narcan Kits Distributed	68	25	568	1,180
Teddy Bear Clinic Workshops	2	1	9	7
Attendance	59	72	314	233
CPR Certifications	1	0	6	60
First Aid/Stop the Bleed (STB) Certifications	0	0	3	48

<b>EMERGENCY RESPONSE</b>
---------------------------

**INCIDENT/ASSISTANCE**

Active Public Health Emergency Declarations	0	0	0	8
Biowatch Actionable Result (BAR)	0	0	0	1
Special Events	0	0	0	2
Healthcare Coalition Activation (HOPE/STLHCC)	0	0	2	1
IPHMAS Request	0	0	1	0
SIREN Alerts	0	0	3	1



**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

<b>EMERGENCY PREPAREDNESS &amp; CRI</b>	<b>OCT</b>	<b>NOV</b>	<b>YTD 25</b>	<b>YTD 24</b>
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***MATERIAL DISTRIBUTION***

Resource Requests	0	0	0	1
SNS/IPS (medication/testing supplies)	0	0	50	4,180
PPE/Resources	0	0	0	1

***ST CLAIR COUNTY AED PROGRAM***

Site Visits	3	1	32	3
Utilization Incidents	0	1	5	8
PAD-Pak Qualification	0	0	2	7
Forward Hearts Case Qualification	0	0	0	0
Forward Hearts Case Acceptance	0	0	0	0

**MRC (MEDICAL RESERVE CORPS)**

***VOLUNTEER MANAGEMENT***

Current # of Volunteers	53	54	53	120
New	0	1	2	8
Withdrawals	0	0	1	1
Recruitment Events	1	2	7	13
Attendance	0	2	135	570
Social Media Posts/ Mass Communication	4	3	9	86

***MRC TRAINING***

External Conferences/Workshops Attended	0	1	8	15
Community Partnership Meetings	3	2	12	15
Meetings/Workshops/Trainings Offered	3	2	26	23
Number of MRC Volunteers Trained	3	0	4	31
Drill/Exercises	0	1	3	8

***MRC INCIDENT/EVENT ASSISTANCE***

Non- Emergency Public Health Event	0	0	9	21
Emergency Response Incident/Assistance	0	0	0	0
MRC Unit Volunteer Hours Served	0	0	51	67

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**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

Health Promotion & Wellness/Clinical Services	OCT	NOV	YTD 25	YTD 24
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**BETTER BIRTH OUTCOMES (BBO)**

Intensive Prenatal Caseload	X	X	238	739
New Enrollment	X	X	45	158
Home Visits	X	X	0	21

**BREAST & CERVICAL CANCER PROGRAM (BCCP)**

Enrollment	10	6	67	252
Clinically Navigated Insured	0	0	15	17
Clients with High Deductible	1	0	8	11
Younger Symptomatic Referrals	1	0	6	16
Referrals/Treatment Act	1	0	4	0
Cancer within BCCP	0	0	2	0
Cancer outside BCCP	0	0	2	0

**BREASTFEEDING PEER COUNSELOR PRGM (BFPC)**

Current Caseload	396	396	4,166	2917
BF Cases (new)	9	6	62	103
Pregnant Cases (new)	27	13	236	198

**DIAPER DEPOT**

Diaper's Distributed	244	141	42,185	48,025
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**HEALTHY HOMES LEAD POISONING PREVENTION PROGRAM (HHLPPS)**

Current Caseload	52	44	444	287
New Cases	5	8	83	57
Closed Cases	7	12	68	49
Prevention Education	51	45	401	1,438
Home Visits/Evaluations	1	2	12	15
Contacts	5	8	201	247

**IMMUNIZATIONS**

VFC Immunizations	211	58	838	963
317/Bridge Immunizations	22	7	73	117
Private Pay Immunizations	83	37	290	314
Travel Vaccines	1	1	16	n/a

**Cindy Thompson, RN**  
President  
St. Clair County Board of Health

**Myla Blandford,**  
**MPH, REHS, LEHP**  
Executive Director  
St. Clair County Health Department

**Administrative/Fiscal**

618.233.7703  
618.222.1630 fax

**Infectious Disease Prevention**

**Communicable Disease**

618.233.6175  
618.233.9356 fax

**Southwestern Illinois  
HIV Care Connect**

618.825.4501  
618.825.4585 fax

**Emergency Preparedness**

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618.233.9356 fax

**Environmental Health**

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618.236.0676 fax

**Health Promotion & Wellness  
Clinical Services & Systems**

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**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

Health Promotion & Wellness/Clinical Services	OCT	NOV	YTD 25	YTD 24
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**SCREENINGS**

Lead testing - Children	51	38	411	477
Lead testing - Prenatal	18	7	126	143
Perinatal Depression Screening	63	78	1,279	1,684
Respiratory testing (COVID-19, Flu A&B, RSV)	1	0	145	179
Genetics Screenings	235	0	1,542	n/a

**WOMEN, INFANTS, & CHILDREN (WIC)**

Assigned Caseload	2,059	2,059	22,649	22,209
Clients Picking Up Food Instruments	1,635	1,553	17,464	17,569
Achievement Percentage	81	79	854	887
Clients Certified	280	223	3,118	2,429
Nutrition Education Attendance	546	504	5,905	4,714

**YOUTHCARE**

Current Caseload	354	365	4,150	3761
New Case Enrollment	31	2	203	288
Cases Closed/Transferred	22	18	294	178
Administrative Case Reviews done	65	56	681	601

**PHS COMMUNITY OUTREACH**

Health Fairs	1	2	11	3
Total engaged at table/booth	75	410	2,798	370
Presentations Given	0	0	2	13
Total Attendance	0	0	48	562
Meetings/Conferences/Workshop Contacts	5	1	33	82
Face to Face Contacts	200	72	1,893	244
Total Residential Sharps Containers	59	19	214	n/a
Sharps Containers Collected	22	3	75	n/a
Sharps Containers Given Out	37	9	132	n/a

**CLINICAL SERVICES**

Total Physicals	0	0	42	129
Physical - Child	0	0	26	100
Physical - Adult	0	0	21	29
STI Screenings	6	2	123	0
Fluoride Varnish	30	14	164	0

**See Infectious Disease for TB stats**

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**MONTHLY ACTIVITY REPORT**

**November 2025 Stats**

ADMINISTRATION	OCT	NOV	YTD 25	YTD 24
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**PROMOTION**

Press releases (SCCHD/IDPH)

0	1	2	15
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**SOCIAL MEDIA**

Instagram ~ New Likes and follows

23	23	23	33
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Instagram Reach ~ NEW METRIC starting 5/23

n/a	n/a	0	39,918
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Instagram Profile Visits~ NEW METRIC starting 7/23

n/a	n/a	0	266
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Twitter Impressions per month

n/a	n/a	0	3,572
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**Facebook\***

Followers - Lifetime 7/2/2021 - Current Month

10,002	10,004	10,004	9,862
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Net New Facebook Follows per month

20	27	332	113
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Number of FB Posts

31	12	235	380
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Facebook Page and Profile Visits

881	491	7,873	12,858
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Views per month

34,073	20,320	552,039	557,800
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Page Reach

8,867	7,654	146,933	348,114
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Content Interactions

448	223	3,248	5,947
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Links Clicked

44	35	1,524	3,083
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**NOTE: Twitter Analytics have changed and are not available as they previously were.**

**\*Meta is changing and updating Insights. Some data is not available.**

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