

MINUTES OF THE ST. CLAIR COUNTY BOARD OF HEALTH held January 20,2026, 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: Jennifer Demsar – President-Elect, Dr. Leo Dumstorff, Secretary, William Kreeb, Dr. Anne Nash, and Spencer Sholl.

Members Excused: Matt Smallheer and Dr. Kelly Wood.

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 and Brenda Fedak, Organizational Communications Manager.

PLEDGE OF ALLEGIANCE

All were asked to stand and recited the Pledge of Allegiance.

CALL TO ORDER

President-Elect Demsar 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 other visitors in person or online.

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, 2025 Budget Adjustments, Cost Allocation Plan.

Mr. Kreeb moved, and Dr. Dumstorff seconded a motion to accept the minutes of the Board of Health held on December 9, 2025. The motion carried unanimously.

PRESIDENT'S REPORT

President-Elect Demsar reviewed the 2026 Committee Liaison appointments and Board Member contact information. Any changes should be communicated to the health department for updates.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blandford reported the following:

- a. Executive Director recognized the passing of Mary Ann Maserang, a long-time past employee who retired from the health department in 2011.
- b. Respiratory illness for St. Clair County is moderate, with COVID, Flu and RSV trending down. From IDPH dashboard through 01/10/26.
- c. Measles – There are 2,242 confirmed measles cases in 2025 per the CDC. There currently is no data available for 2026.

- d. Holiday Happenings – The annual holiday luncheon was a success; staff were appreciative of the efforts and the gift cards from the Scrivner foundation. The clinic won the holiday decorating contest with the theme of Candyland.
- e. Program termination: “Next Step Up” through Intergovernmental Grants Division (IGD). A letter was sent to IGD requesting a response by January 21, 2026. They are waiting on a response from HUD. If a satisfactory solution/response is not received within the next few weeks, we will move to terminate the program.

COMMITTEE REPORTS

Finance/Personnel Committee Report

Dr. Dumstorff began with the expense claims processed since the December 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 Ms. Thompson seconded a motion to approve the expense claims. The motion carried.

Dr. Dumstorff stated Additional adjustments to the St. Clair County Health Department’s 2025 budget were necessary and were made by the St. Clair County Auditor’s office. The Executive Director has reviewed the documentation provided by the Accounting Manager and recommends Board approval of the 2025 budget adjustments. Ms. Demsar moved, and Ms. Thompson seconded a motion to approve the additional 2025 budget adjustments as outlined. The motion carried.

Dr. Dumstorff reported A full inventory of St. Clair County Health Department assets was held on November 20, 2025. After review, the Accounting Manager compiled a list of “Lost” assets totaling \$14,116.15. Upon grantor approval, the list of “Lost” assets will be sent to the Deputy Auditor’s office for removal from the SCCHD’s asset listing. It should be noted, items deemed “Lost” in 2024 were found during the 2025 inventory totaling \$6,421.94. The Executive Director has reviewed the documentation of the “Lost” assets and recommends Board approval. Ms. Demsar moved, and Ms. Thompson seconded a motion to approve the results and recommendations of the full inventory. The motion carried.

Dr. Dumstorff informed the board that the Risk Assessment continues to be under review for approval at the February 2026 Board of Health meeting.

Dr. Dumstorff stated that the Executive Director and Accounting Manager have conducted a review of the Department’s Cost Allocation Plan. To date, no changes have been made. The Executive Director recommends Board approval. Ms. Thompson moved, and Dr. Nash seconded a motion to approve the Departments Cost Allocation Plan as presented. The motion carried.

Dr. Dumstorff reported the HIV Care & Prevention grant for Next Step Up has not been sustainable under the current grant guidelines and is not covering the costs for the health department to oversee and implement for the second consecutive year. Therefore, the Executive Director is recommending the Health Department terminate the oversight of this grant should the funder not be able to provide acceptable reallocation of resources should a solution not be provided by the funder in the coming weeks. Mr. Kreeb moved, and Mr. Sholl seconded a motion to approve the termination of the Next Step Up grand if

a solution is not provided by the funder in the coming weeks. The motion carried.

Dr. Dumstorff concluded with the following staffing updates:

Health Department staffing updates:

- Ms. Carmoleta Youck, part-time nurse, is no longer employed with the health department.
- Ms. Melissa Atkinson accepted a full-time Accounting Coordinator position with the Administration Division effective December 29, 2025.

The Health Department is currently seeking to fill:

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

DIVISION UPDATES:

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

Health Care Commission

Executive Director Blandford reported the HCC met on January 13, 2026 via zoom. The committee is trying to get the data dive done early and release the residential survey come summertime. Feedback we received indicated it might draw a better response during back-to-school time frame. The data we collected last year will be used for our I-Plan. The dental survey will be distributed in the February timeframe. The next HCC meeting is scheduled for Tuesday, March 10, 2026.

W.C. Scrivner Public Health Foundation

Executive Director Blandford reported the next Scrivner Board meeting is February 10th 2026. The golf tournament will be October 10th. Still working on the Glow Bingo fundraiser. Scholarship applications will be updated shortly and made available for submission by the first part of April 2026.

Illinois Public Health Association

The Executive Director reported that IPHA is still talking about transformation and restructuring at the IDPH level.

Nursing/Clinical Services

Ms. Demsar stated she has noticed a trend that parents are not getting their children vaccinated and would like input on how to educate the parents on the importance of childhood immunizations.

Executive Session

At 7:30 pm, Ms. Thompson moved and Dr. Dumstorff seconded a motion to move to

Executive Session. The motion passed.

Adjournment

At 8:19 pm, Ms. Demsar moved and Mr. Kreeb seconded a motion to close the Executive Session and adjourn the meeting. The motion passed. The next meeting is scheduled for Tuesday, February 17, 2026.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leo Dumstorff", written in a cursive style.

Dr. Leo Dumstorff
Board Secretary