

Adams County Board of Health

Minutes

January 23, 2020

The Adams County Board of Health held their regular meeting at the Adams County Health Department, 330 Vermont Street, Quincy, Illinois, January 23, 2020

The following members were present:

Richard Wright, DDS

Ann Reich, RN, BSN

Tom Miller, MD

Mark Peter

Jan Poulter, RN

Others present:

Jerrold Welch, Public Health Administrator

Cori Moore, Administrative Assistant

Ellen Vonderheide, FCHE Director

The meeting was called to order at 7:40 pm by Dr. Wright.

Motion by Ann Reich, seconded by Jan Poulter, to approve the agenda for January 23, 2020. Motion Carried.

Motion was made by Richard Wright to approve the minutes from the October 22, 2019 meeting. Motion was seconded by Jan Pouter. Motion Carried.

**FINANCIAL PACKET:**

**Approve Financial Packet:** The department is very early in its fiscal year, but our expenditures and revenues are at expected levels. The department continues to have a strong cash reserve. The board discussed the possibility of creating a building fund line to beginning setting some money aside for building repairs and maintenance as the building continues to age. The department has collected 17% of our revenues and utilized 10% of the spending budget. Several items to note is a payment of \$18,641.89 to the Illinois Department of Human Services. This amount stems from the 2018 & 2019 Grant year for our BBO program. The department contested this amount, but in the meantime was required to pay it. We are currently in the recovery process of these dollars. Other expenses to note are payments made through the ISBE grant. The Department has been asked to administer this program. The department will issue the payments for the summer and after school food program inspections and in turn will be reimbursed and provided an administration fee. The motion to approve the financial packet was made by Tom Miller and seconded by Mark Peter. The motion is carried.

**Budget Revision Dental Student Load Repayment Program:** Our dentist has elected to utilize the Illinois State Student Loan Repayment Program. The Department has received payment in the amount of

\$22,500. Under the contract the Health Department is required to make this payment in two installments to Dr. Christina Terwelp. Therefore we must amend the FY2020 budget to add \$22,500 in revenues to Misc. Revenue and add \$22,500 to the Dental Expenses. The department will expend \$11,250 in December 2019 by paying Dr. Christina Terwelp this amount under the State Loan Repayment Program & \$11,250 in May for the same reason. Motion to approve amending the FY2020 budget for the Dental SLRP adjustments was made by Mark Peter and second by Ann Reich. Roll Call was taken with 5 yes and 4 absent. The motion is carried.

### **COMMITTEE WORK:**

Mark Peter and Ann Reich were appointed to the nominating committee.

### **OLD BUSINESS:**

**HVAC Service Agreement:** A committee consisting of Chris Larson & Glori Trader was formed to further discuss executing the service agreement for two years' service of the departments HVAC system with Thermal Mechanics (TMI) and if we should pay the pending bill for this. It is TMI's position that the pricing related to previous repairs was based on the conditions of this agreement. It is the recommendation of the committee that we execute this two year service agreement with TMI and pay the remaining portion of the discounted bill for previous repair and service and then evaluate in two years. Motion to agree to execute the agreement and pay the remaining bill was made by Mark Peter, and seconded by Tom Miller. Roll call vote was taken with 5 yes and 4 absent. The motion is carried.

**Solid Waste Update:** The third bin continues to be in rotation and has helped elevate some of the issues that were previously experienced. All villages have expressed continued interest in the program but not at an additional cost. Therefore options were discussed on how we will handle the additional \$8,000 per year for the bin. No action was taken.

### **NEW BUSINESS:**

**Canopy Damage:** A Salvation Army truck didn't clear the department's canopy and caused some damage to the bottom. They are taking responsibility for this damage and we are working with their insurance company for repairs.

**Dental Chairs:** The department has several chairs that need to be reupholstered. We have received several bids, however at this time Dr. Richard Wright suggests that the department checks on several other vendors. No actions was taken.

**Mobile Clinic:** In 2015 a community group wrote a grant to purchase a mobile clinic to service the needs in rural Adams County. Unfortunately, challenges have been larger in this project than the services provided. In November of 2019, the Department was approached by Blessing Health System with a proposal to purchase the Mobile Clinic. It appears that this proposal will be beneficial for both parties. Under the agreement, Blessing will still allow the Department use of the mobile clinic for health fairs, but they will assume ownership of the unit. The board was receptive to this proposal, however they request more details. Motion was made to explore the details of the Mobile Clinic Transfer.

**Employee Acknowledgement:** Beth Forbes was recognized as employee of the quarter. Beth joined us in 2017 from her position in United Way working on the mobile health clinic project. Since this time she

has continued to work on coordination of that effort, as well as on adolescent health and school based health services. Beth assisted in planning for the 75<sup>th</sup> anniversary celebration, and has been noted by many of her peers as a model employee for her cheerfulness and willingness to tackle new projects.

Mr. Wright also thanked the employees in attendance for being at the meeting.

## **OTHER BUSINESS:**

### **Business Reports:**

*Ellen Vonderheide* reports that BBO and Family Case Management numbers continue to remain steady. The department received a grant from Enbridge to purchase sleep sacs to further educate about SIDS. After a successful Household Hazardous Waste collection even in October, the department has already applied for funding to hold another event. AOK has been holding several lunch and learns, many of which have been well attended. There was a new case of Legionella and the department is working an active case of TB. The Coronavirus is increasingly becoming a concern and the department is monitoring and putting a preparedness plan in place should something occur in our area.

*Deb Laird* was excused from the meeting due to weather. Jerrod Welch briefly provided the following updates from her report. WIC will be converting to an electronic system next quarter and be using cards vs coupons. Dental is still working on recruiting another dentist. We currently have several contractual dentists assisting the clinic and a pediatric specialist that is here 1 day a week.

Motion to adjourn the meeting was made by Jan Poulter and seconded by Ann Reich. The meeting was adjourned at 8:35 PM.