

Adams County Board of Health

Minutes

April 23, 2020

The Adams County Board of Health held their regular meeting via Zoom Conferencing on April 23, 2020.

The following members were present:

Richard Wright, DDS  
Ann Reich, RN, BSN  
Tom Miller, MD  
Glori Traeder, MSN, RN, FNP  
Harry Ruth, MD, MHA  
Becky Campbell, MSN, RN, CPNP  
Chris Larson  
Jan Poulter, RN

Others present:

Jerrold Welch, Public Health Administrator  
Cori Moore, Administrative Assistant  
Ellen Vonderheide, FCHE Director  
Deb Laird, Director of Clinical Services  
Pam Porter, Chief Deputy Register  
Tony Dede, Chief Sanitarian

The meeting was called to order at 7:03 PM by Dr. Richard Wright.

Motion was made by Harry Ruth, seconded by Jan Poulter, to approve the agenda for April 23, 2020.  
Motion Carried.

Motion was made by Ann Reich, to approve the minutes from the January 23, 2020 meeting. Motion was seconded by Becky Campbell. Motion Carried.

## **FINANCIAL PACKET:**

The Health Department is currently 37.5% through the budget cycle and has expended \$1,014,724 of our \$3.4M budget and received \$1,164,167 of our \$3.2M revenue budget. Cash reserves are looking pretty good. There are several budget lines running a little high and we may need to look at budget adjustments in July. One of these lines is building maintenance; this number does include the payment for executing the service agreement with TMI. Equipment maintenance is also running a little high and we may need to evaluate that as well. The department has received a \$55,000 grant for COVID response. The department has also received several other small grants for Covid funds that will be used for PPE and supporting COVID functionality. It is possible that the department may also see FEMA money for our response; however, these payments will take several years to receive. General discussion

was had about next budget cycle and what the pandemic could mean for revenue streams including grant reductions, county funds ect. We may have to look at the departments core functions. One area of current savings for the department is travel expenses. Motion to approve the financial packet was made by Thomas Miller, and seconded by Chris Larson. Motion carries.

## **COMMITTEE WORK:**

Nominating committee: Ann Reich reported no board reappointments this year. Mark Peter will be county board rep for another year.

## **OLD BUISNESS:**

**Mobile Clinic:** The Department was ready to move the mobile clinic to Blessing. However, the unit will now be used to bring COVID testing into rural areas under a SIU initiative and the Governor to help test underserved population. On a side note, should we chose to keep the unit; we may have solved our storage issue. Motion was made by Glori Traeder to table the motion until October and seconded by Jan Poulter. Motion Passed.

## **NEW BUISNESS:**

### **Employee Recognitions:**

**Tony Dede has been selected as the Employee of the Quarter.** Tony is the Department's chief Sanitarian and is a wonderful asset to the department. Whether it be shoveling the sidewalks, helping move a file cabinet, or answering a technology question, Tony is always willing to pitch in and help when needed. Tony is also an excellent critical thinker and is great at looking at issues and programs from all angles. Also, if you ever need some comic relief Tony is the guy, he has a great sense of humor that the department can always count on! Congratulations Tony!

**Ann Klene has been with the department for 15 Years.** She started in Family Case Management (FCM) and WIC. Since then she has continued with Family Case Management and is now the coordinator for Family Case Management and Better Birth Options (BBO), which she helped build. In the last couple of weeks, Ann has jumped in and assisted with CD in response to the COVID-19 pandemic. Ann is always willing to help when needed in various programs.

Jerrold acknowledge he could really give recognition to the entire team at ACHD at this point for their efforts in the response to COVID.

### **COVID-19 Compensation Time/Payout:**

Overtime is earned as compensatory time at time and a half. Several staff members have been working many hours—at all times of the day and weekends and are racking up time in an intensive fashion. The department has received the COVID Response grant and part of that grant is to pay overtime in response to the pandemic. It is possible that the department may also be able to use FEMA assistance moving forward as federal disaster declaration opens us up to get reimbursement back for expenditures for community response. FEMA reimburse can take up to several years. We are proposing to take these

hours off the books via a payout to reconcile overtime in response to COVID for March. The department is trying to adjust so we don't have large amounts of overtime in the future by doing some cross training other and using other resources. Motion to accept the Overtime payout for March 2020 as it relates to COVID was made by Glori Treader and seconded by Chris Larson. Roll was taken with 8 Yes votes and 1 absent. Motion Carries.

### **COVID-19:**

There has been a pause with some of the services of the department, but we are working on a plan to start to reopen some of our services. Most recently, there has been a team of 40-50 leaders that have been planning a recovery plan for Adams County, this was presented to legislators and then to governor's office. This re-normalization plan seeks to manage the disease responsibly while opening the economy and meeting social needs. Just today, the governor extended the stay at home order until May 30<sup>th</sup> but opened up certain parts of his executive order. The stay at home order is still in effect for non-essential business however, essential businesses was expanded and non-essential can put forth business models for limited businesses, such as call ahead and curbside. Primarily retail businesses and elective medical procedures can resume. Universal masking requirements will occur. Masking gives leverage to keep themselves, employees and customers safe. Minor inconvenience if we can reopen our business. The disease burden in Adams co is moderately low. When this started, we did not have the testing ability in Adams County, there was not mass testing capacity. However, as we have gone on the criteria has expanded over the last 40 days. We can test nearly everyone that is symptomatic. The supplies have never been the issue it has been the criteria for the state to allow testing to occur. Early problems that occurred were how long it was taking test results to come back. Now we can usually get back from state 1-2 days and Blessing can get back from Labcorp within a short time. The department is making a push to become a regional testing site for rapid testing. Each positive case has been contact traced. Not all the cases have been linked so there is community spread. Also, seeing lots of spread in family units. Antibody testing is still developing and we are looking at what we do with that data. Still lots to know about what antibody tests. Starting to work through training people inside and outside to help us with a more robust contract tracing. Possible options are looking at volunteers, cross training, ect. The department is also in the process of hiring Pandemic Recovery Specialist to work with businesses as they reopen and look at alternate reopening models to give public health review. Information Adam's County's Covid dashboard was also reviewed. Additions in the next few days to include trended data in the next few days to be indicators through our reopening plan. County strategic stockpile, looking into.

**Sell Truck to Ambulance & Bids for New Passenger Vehicle:** Bids do not close until May 1<sup>st</sup> and right now the department has only received 1 bid, there for no action was taken and this will be tabled until the July meeting.

### **Recommendation to Provide Relief to Food Establishments:**

Many of our restaurants are operating at alternate models, with decreased revenues and some are closed completely. This is the first billing cycle that we voted to increase fees. We break down our inspections into high medium and low categories based on amount of food prep. Out of 393 facilities, the department inspects 92 high category facilities and 16 are currently closed or we have not been able to make contact. In the medium inspection category out of 184, 23 are closed and in the low category 67 of 117 are closed these are usually bars gaming and facilities. So with that information there are concerns about the collection of fees. Mr. Dede polled regional departments and got a handful of

responses some are doing billing year round, some are either prolonging 30 days or not billing at all. Some departments are continuing business as normal. Several have chosen to waive fees for the year and some are waiving reopening fees. The City of Quincy/Liquor Licenses are being reduced by one twelfth of the amount for any business that had to close and they are allowing quarterly payments this year only.

Option 1: Continue as nothing is going on bills go out middle of May and ask them to be paid by June 30<sup>th</sup> on a normal year with late fee after June 30<sup>th</sup> and closure procedures if they don't pay by July 15<sup>th</sup>.

Option 2: Extend due date by a month to July 31<sup>st</sup>, and extend the expiration date of the Certificate to July 31.

Option 3: Extend due date to 30 days of expiration of Governor's orders and extend expiration dates of certificates.

Option 4: Reduce fee by 1 or 2 months. Note, this could be challenging to determine what businesses have been affected.

Another option maybe have billing cycle be normal but then offer some kind of help if anyone wants it and fill out application. Some restaurants and grocery stores are doing ok and not everyone needs assistance.

Fees were \$100, \$200, \$300 based on last year's billing it brought in \$66,000. We raised those by 50% this year and this was the first time since 2006 to \$150, \$300, \$450.

High priority facilities require inspections 3 times a year on all facilities. Right now we are working on trimester. We are hitting the end of our first trimester at the end of April. We had some at the beginning of trimester we are not behind on all of our inspections, we are further behind than we like but only 2-3 weeks behind schedule. Medium priority once a year. Low priority required every other year but we have better results if we go in every year.

After discussing the options, it was proposed that the department suspends food fee increases this year with a 90 day deferral on the due date.

Motion made by Harry Ruth to waive fee increase for 2020, offer a 90 day due date extension on renewals and extend the expiration of all current certificates to September 30, 2020. Motion was seconded by Chris Larson. Roll call was taken with 8 Yes and 1 absent. Motion passes.

## **BUISNESS REPOTS:**

**Ellen Vonderheide** provide the following updates to her report. Enclosed in her report is Katie's Emergency Preparedness report to state of what she has been working on daily. Family Case Managements nurses have been helping with COVID as numbers are down to limited contact with home visits. We also have a couple of people working from home to limit staff in office.

**Deb Laird** highlighted the following from her report. The Department continues to collaborate with Quincy Public Schools on back to school events, it's too soon to call what those may look like but the

department will want to be ready. Adams County is seeing an increase in population of kids who are truant and homeless we are trying to update standing orders to accommodate IL legislation for minors to consent or liaison of schools to consent. Trying to get kids up to date on their immunizations. The department has submitted a grant for Vaccine Confidence to support the importance of adolescent vaccination. It's a \$10,000 grant. The new IWIC program is going, WIC clients now receive a debit card for benefits vs coupons. There were a few kinks but it has been very successful. SIU has hired 2 new dentists with a tentative start date August 3<sup>rd</sup>. They will be scheduled for 3 days in Quincy 1 day in Pittsfield. This will put the department back on 5-day dental clinic again. Currently the dental clinic is following the American Dental Societies guidance and doing some telehealth visits and phone triage. Dental is seeing more clients per day than anticipated. Dr. Christina participated in webinars so we can receive reimbursement for telehealth and doing emergent extractions.

**Pam Porter** reported that she has been working closely with the funeral homes on guidance for COVID. She has it up so she can work with certificates via home so we can keep business going.

Dr. Wright thanked everyone and acknowledged the effort of the employees and proud of board and agency.

Motion to adjourn was made by Dr. Ruth at 9:37 PM.