

## Board of Health Meeting Minutes

The regular meeting of the Board of Health was held Tuesday, January 17, 2023 at 700 East Oak Street, Canton, in Room 307.

President Dr. Ben Phillips called the meeting to order at 7:02 PM with members L. Kessel, K. Leffler, K. McKinley, Dr. B. Phillips, N. Schell, Dr. J. Stinauer, and M. Wagahoff present. Staff attending the meeting were A. Edwards, K. Lynn, A. Rose and S. Thompson. November 2022 minutes were presented. Schell made a motion to approve the minutes with McKinley seconding the motion. All ayes, motion approved.

There were no public comments.

Katie Lynn gave the financial reports for the month of November and December. Dr. Stinauer made a motion to approve the reports with M. Wagahoff seconding. All ayes, motion passed.

### **New Business:**

- A. The FY 2022 annual report was presented. Laura Kessel made a motion to approve the annual report and Nancy Schell seconded the motion. All ayes Motion passed.
- B. A contract for staff training was presented to the Board. This is a contract between FCHD and Tracy Smith, owner of S Consulting. There will be six training dates over the next 6 months related to trauma awareness and trauma informed systems. The contract is for \$12,000 plus mileage. This will be covered by a grant. Schell made a motion to approve the contract with Wagahoff seconding the motion. A roll call vote was taken with Dr. Phillips, McKinley, Schell, Leffler, Dr. Stinauer and Wagahoff voting yes. Kessel abstained from the vote. Motion passed.
- C. Administrator Katie Lynn requested retention bonuses for staff to be covered by a grant. She presented 3 options. Kessel made a motion to pass option #2 with Dr. Stinauer seconding the motion. A roll call vote was taken with McKinley, Schell, Leffler, Dr. Stinauer, Wagahoff, Kessel, and Dr. Phillips voting yes. Motion passed.

### **Old Business:**

No Old Business

### **Division Reports:**

#### **Family & Community Health Services Division-**

Covid clinics remain on Wednesdays and Fridays from 830 – 11:30 and 1 – 230 for clients' ages 6 months and up. All clinics are walk in only. They are slowing down a little bit.

Other clinics/programs remain busy.

We are continuing to offering lab services/Health watch on Mondays by appointment.

STI clinics are offered twice a month.

January is cervical cancer awareness month.

Cardiovascular awareness month is in February.

We are still looking for 2 PH nurses.

#### **Environmental Health Division-**

EH staff have issued 230 Annual food permits for 2023.

EH are renewing cottage food registrations with 14 operators in 2022 and are expecting the same this year. This year is going better due to better guidance.

This year is a review year. IDPH will be coming in at the beginning of 2024 to review for 2023. The review will cover the food, water and sewage programs.

**Dental Clinic-** Dental is still down a dental assistant and looking for a Hygienist. May consider other options for hiring. Appointments were fairly comparative to 2021 totals. A low show rate has been an issue for the past few months.

**Administrator's Report-** County Auditors were onsite in January checking LIHEAP, Weatherization, and fiscal records. This is an annual audit.

A safety survey was conducted this month by the Counties risk management carrier.

The County Treasurer would like us to invest some of our health fund to earn a better return on the money while interest is higher. Will have more information on that at the next meeting.

**President's Report-** No report.

Nancy Schell made a motion to adjourn the meeting at 7:40PM, with Kessel seconding the motion. All ayes, meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary

Recorded by,

Amy Rose