

Board of Health Meeting Minutes

The regular meeting of the Board of Health was held Tuesday, August 22, 2023 at 700 East Oak Street, Canton, in Room 103.

President Dr. Ben Phillips called the meeting to order at 7:05 PM with members K. Leffler, K. McKinley, Dr. B. Phillips, Dr. R. Gowda and M. Wagahoff present. Dr. Stinauer, Nancy Schell, and Laura Kessel were absent. Staff attending the meeting were A. Edwards, K. Lynn, A. Rose and S. Thompson. May 2023 minutes were presented. Dr. Gowda made a motion to approve the minutes with Mike Wagahoff seconding the motion. All ayes, motion approved.

Public Comments: No Public comments.

Katie Lynn gave the financial reports for the months of May, June and July. Kay McKinley made a motion to approve the reports as presented with Dr. Gowda seconding the motion. All ayes, motion passed.

New Business:

- A. Environmental Health Director, Stacy Thompson presented a proposal to raise the Water nitrate sample fee. The reason being that the certified lab we use has raised their costs along with the cost of shipping raising as well. Dr. Gowda made a motion to raise the cost with Wagahoff seconding the motion. All ayes, motion approved.
- B. Amy Edwards presented changes to the Grant Keime Policy & Procedures manual, which includes adding a program coordinator for the chore housekeeping program. Kay McKinley made a motion to approve the changes with Karla Leffler seconding the motion. All ayes, motion approved.
- C. We have received bids to repair/replace the roof. Katie Lynn provided a report of the inspection of the roof. Kreiling Roofing Company proposed we can repair the roof for \$10,800 now to extend the roof life for two or three more years. Administrator Katie Lynn is making the recommendation to do that. After discussion, Dr. Gowda make a motion to spend the \$10, 800 to make the repair with McKinley seconding the motion. A roll call vote was taken, with Dr. Phillips, McKinley, Dr. Gowda, Leffler, and Wagahoff all voting yes. Motion approved.
- D. Katie Lynn, the Administrator presented the FY 2024 budget Salary increases were given between a ranges of 3%- 8% with the 8% keeping the staff in the lower ranges of the pay scale above the required minimum wage through the end of December of 2024. An estimated increase in insurance of 10% has been budgeted. The HRA deductible reimbursement was included again this year. Money has been allocated for Capital Improvements to continue with building updates. A new grant called Strengthening Illinois Public Health Administration. This is a mulit-year grant and we have proposed to use this grant in our staff training, retention and recruitment efforts. Mike Wagahoff made a motion to approve the FY 24 budget as presented with Dr. Gowda seconding the motion. A roll call vote was taken with McKinley, Dr. Gowda, Leffler, Wagahoff, and Dr. Phillips voting yes. Motion approved.
- E. Katie Lynn presented the FY2024 salary plan with most ranges increasing as to reflect the minimum wage increases. Dr. Gowda made a motion to approve the salary plan increases ranges 1-7 as minimum wages increase. A roll call vote was taken with Dr. Gowda, Leffler, Wagahoff, Dr. Phillips, and McKinley all voting yes. Motion approved.

Old Business:

Division Reports:

Family & Community Health Services Division-

Amy Edwards reported that programs are staying busy and running smoothly. WIC clinics have opened to in-person visits in August. WIC classes will start in-person in October. Family Planning clinics are being held once a month with a Nurse Practitioner

Environmental Health Division-

Stacy Thompson reported that staff have been busy. They have been trapping mosquitoes all summer with no positives pools yet. Over forty counties in our state have tested positive at this point.

We have received IDPH funding for tick surveillance. Staff will be doing tick drags and tick trappings to check for tick species and numbers. They will catch them and send them off for identification.

Spoon River Drive packets are getting to go out for people needing permits on the Spoon River Drive.

Dental Clinic- The clinic is closed due to lack of supporting staff. Discussion was held on options for the dental clinic.

Administrator's Report- We are adding 2 more cameras to the east side of the building. We are still waiting on some grant approvals.

President's Report- No report.

Wagahoff made a motion to adjourn the meeting at 7:56 PM, with McKinley seconding the motion. All ayes, meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary