

## Board of Health Meeting Minutes

The regular meeting of the Board of Health was held Tuesday, October 17, 2023 at 700 East Oak Street, Canton, in Room 103.

President Dr. Ben Phillips called the meeting to order at 7:00 PM with members K. Leffler, K. McKinley, Dr. B. Phillips, Dr. Stinauer, Nancy Schell, Laura Kessel, and Mike Wagahoff present. Dr. Gowda was absent. Staff attending the meeting were A. Edwards, K. Lynn, and A. Rose. August 2023 minutes were presented. Kay McKinley 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 August and September. Nancy Schell made a motion to approve the reports as presented with Laura Kessel seconding the motion. All ayes, motion passed.

### **New Business:**

- A. The TB Board contract for FY24 was presented. Schell made a motion to approve the contract with Kessel seconding the motion. All ayes motion approved.
- B. The 2024 Holiday schedule was presented. Schell made a motion to approve the schedule with Kessel seconding. All ayes motion approved.
- C. Amy Rose discussed the option to use the SurveyMonkey.com to conduct the Administrator evaluations this year. Kessel made a motion to approve the change from paper evaluations to the electronic format. Dr. John Stinauer seconded the motion. All ayes, motion approved.

### **Old Business:**

#### **Division Reports:**

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

Amy Edwards reported that programs are staying busy and running smoothly. COVID clinics are starting up again. We have received Pfizer and Moderna vaccine under the Bridge Access Care, which provides vaccines for underinsured or no insurance individuals. Also we are only doing age 19 years and up.

Health educators are promoting Breast Cancer awareness month. A bra crawl was held in September.

Communicable Diseases are now busy with Lead cases and bat cases have decreased. Grant Keime now has 7 medical management clients and 52 chore-housekeeping clients. WIC is preparing for an audit next month.

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

The previous Director of EH has left for new position. Katie Lynn still has her LEHP and will manage that division until we can find a qualified candidate.

Spoon River Drive has wrapped up with 103 temporary food permits issued. EH staff are getting ready to send out annual food permit renewals for the 2024 year. They should go out next month. Septic and well inspections are slowing down due to weather.

Staff has started tick collecting. In the spring they will conduct tick drives.

**Dental Clinic-** Amy Rose reported that the clinic is still closed due to lack of supporting staff. Patients are being referred to several dental clinics in the surrounding areas.

**Administrator's Report- Passed** out the BOH by-laws for review and will vote on those next month. There are some Personnel policy changes including Paid Leave for All. Those will be presented in later meetings. We received the signed contract back for Strengthening Illinois Public Health Administration grant. We will present at the next meeting for plans for that grant. Employee Appreciation Event will be held on Friday October 27.

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

Laura Kessel made a motion to adjourn the meeting at 7:35PM, with Nancy Schell seconding the motion. All ayes, meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary

Recorded by Amy Rose