

Board of Health Meeting Minutes

The regular (rescheduled) meeting of the Board of Health was held Tuesday, April 30, 2024 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. McKinley, Dr. B. Phillips, Dr. Gowda, Nancy Schell, and Laura Kessel. Mary Williams and Mike Wagahoff were absent. Staff attending the meeting were A. Edwards, K. Lynn, and A. Rose. Also present was staff member, Crystal Morse- Health Educator and Emily Pickel – Program Manager.

November 2023 minutes were presented. Kay McKinley made a motion to approve the minutes with Dr. Phillips seconding the motion. All ayes, motion approved.

Agenda Changes- The administrator's evaluation under XI. Executive Session was unintentionally left on. This was not an agenda item for this month.

Public Comments: No Public comments.

Katie Lynn gave the financial reports for the month of November, December, January, February and March. Dr. Gowda made a motion to approve the reports as presented with Laura Kessel seconding the motion. All ayes, motion passed.

New Business:

A. Approval of 2023 FY Annual Report

With no questions concerning the annual report, Nancy Schell made a motion to approve the report with Kay McKinley seconding the motion. All ayes motion approved.

- B.** Approval of the 2024 Smoke Free Illinois Act Policy & Procedures that are required by the Tobacco Grant. Crystal Morse, a health educator presented the policy. Part of the Grant required a policy on how complaints turned into the complaint line are handled. Environmental Health staff found a policy from a local Health Dept. and Health educators retrofitted to our department. A change was that No vaping was added to the law. In Illinois no smoking also means no vaping. So a current sign means both. The states attorney has approved the policy. The fines were discussed. Nancy Schell asked who can file a complaint about business violating the policy. Response was that anyone can by going to www.smoke-free.illinois.gov or calling the complaint line at #1-866-973-4646. Laura Kessel made a motion to approve with Nancy Schell seconding the motion. All ayes motion approved.

- C.** Grant Keime Policy changes- Emily Pickel-new program manager for the Grant Keime office presented policy changes required by the state. In November of 2023 the State came out with new policy, including gender inclusive language and a new service plan and contract. There are added definitions, updated forms and items removed that were doubled and tripled through the policy and/or contracts. Nancy Schell made a motion to approve the changes and Kay McKinley seconded the motion. All ayes, motion approved.

Old Business: None

Division Reports:

Family & Community Health Services Division-

A new nurse was hired as MCH program Manager and we have also hired a nurse to work in MCH and she has lab experience, so is also working in blood draws. An established employee will also begin working as a Breast Feeding peer counselor. WIC clinics are going well and hoping to increase appointments in the next month. The WIC and BFPC grant have been completed and waiting on the budget to submit.

Grant Keime has a nurse leaving in May. We have job postings to fill those positions.

A job posting is out for a part-time Program Specialists. Position in Family Planning, there is also a current staff member working in there part time as well. We are doing two STD and two family planning clinics a month, they have been slow.

The Health Educators have been busy. They are out in the community doing outreach. They are currently working on a golf tournament that will be held on May 10. The Health educators have worked on a Firearms safety grant, which would require us to educate and hand out gun locks to help prevent casualties.

The Breast Cancer Survivor Group will be meeting on May 11th for a walk a Wallace Park

CD and Lead have remained busy. It's the time of year that animal bites increase.

We have been informed that we could apply for a Respiratory Surveillance grant from left over COVID funds. This is a two year grant and was submitted on 4/30/24. Dr. Phillips asked about the grant, and Amy Edwards explained that we would be tracking COVID, Influenza, and RSV for outbreak, in mostly long term care facilities. We will have to educate congregate high risk settings.

Environmental Health Division-

Katie Lynn reported that in December we sent out food permits. With the warm weather well and septic inspections are picking up. It was reported at the last meeting that tick drags had started. One tick was found which was sent to the CDC for further testing to see if it carried any diseases. It was a black legged tick, which is common. We probably won't hear anything for a few months. More tick drags will start in May, as well as mosquito trapping.

In March we started a program review on food water and sewage with IDPH.

The Spring Spoon River Drive is the first weekend in May. With summer, temporary food permits will start.

Dental Clinic- No New report

Administrator's Report- Passed – Last week the CYEFR- the county expenditure report for FY 23 year was submitted.

Grants are being released, some are waiting on the state budget.

We are currently out of LIHEAP funds for this fiscal year. The 2025 program year will start up on October 1, 2024

President's Report- No report, however thanked all for attending.

Laura Kessel made a motion to adjourn the meeting at 7:25, with Kay McKinley seconding the motion. All ayes, meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary

