

Board of Health Meeting
Minutes for May 20, 2025

The regular meeting of the Board of Health was held Tuesday, May 20, 2025 at 700 East Oak Street, Canton, in Room 103.

Vice-President Nancy Schell called the meeting to order at 7:09 PM with members Kay McKinley, Mary Williams, Mike Wagahoff, Paula Grigsby, and Nancy Schell were all in attendance. Dr. Ben Phillips and Dr. Gowda were absent. Staff attending the meeting were Katie Lynn and Amy Rose.

March 2025 minutes were presented. Mary Williams made a motion to approve the minutes with Paula Grigsby seconding the motion. All ayes, motion approved.

Agenda Changes- None

Public Comments: No Public comments.

Financial Reports: Amy Rose started the financial reports for the month of March, Katie Lynn took over the March and April reports. Mary Williams asked about the printing and publishing. She wondered if it was just once or twice a year. Katie explained that we did a postcard mailing for a program. We don't always know about this ahead of time. Mike Wagahoff made a motion to approve the reports as presented with Kay McKinley seconding the motion. All ayes, motion passed.

New Business:

- A. Katie Lynn provided a report on the Asbestos bid. Asbestos was found in most of the building including carpeted spaces. Able Plus Services had the low bid of \$167,000.00. Mary Williams asked about the plan to move people. Katie gave our tentative plan of employee placement. Both renters will be gone. She also explained the plan for the asbestos project. Staff will move back in after the abatement and flooring project is done. The flooring will be LVT plank tile. It is a low maintenance and scratch resistant. No carpeting will be put back in. With this bid we are still under the budget that we originally thought the roofing project would be. Paula Grigsby made a motion to approve the bid from Able Plus Services for asbestos abatement for \$167,000.00. Mary Williams seconded the motion. A roll call vote was taken with McKinley, Schell, Williams Wagahoff, and Grigsby all voting yes. Motion approved
- B. The flooring bids were presented. There were six bids with Crawford flooring being the lowest of \$119,592.00. Mike Wagahoff made a motion to approve the flooring bid from Crawford's with Paula Grigsby seconding. A roll call vote was taken with Schell, Williams, Wagahoff, Grigsby, and McKinley all voting yes. Motion approved.
- C. Approval of new WIC computers. Katie Lynn explained that we will need to replace several computers by this fall, due to Microsoft not supporting them. WIC and Breast feeding Peer counselor grants have approved the purchase of 8 new computers with two monitors with each computer. Paula Grigsby made a motion to approve the purchase of computers using funding from the WIC and BFPC grants for \$8,240.00 from CDWG. A roll call vote was taken with Williams, Wagahoff, Grigsby, McKinley, and Schell voting yes. Motion approved.

Old Business: Website upgrade- After the last meeting it was decided to try and get a few more bids. Amy Rose stated that after reaching out to two more places. One did not get back at all and the other had a proposal but the bid was not able to be opened. . After reaching out to let that person know, there was no response. Nancy Schell thought she had another name. This was tabled

again.

Division Reports:

Family & Community Health Services Division- Katie presented for Amy Edwards.

Several grants have been submitted. The Family Case Management grant that we have had since 1995 will be ending. Another competitive grant will be taking its place. The Better Birth Outcomes grant will replace it. We have submitted for this and our waiting to hear back. The Family Planning grant is available and complete this year. Staff is working to complete the application. The Illinois Breast and Cervical grant has assigned a case load and budget amounts and waiting for the application to open so we can apply. The Firearms Safety grant is being extended another year with the same funding. The Respiratory surveillance grant is on a 2 year cycle so we still are working on that. We are still waiting to hear on Emergency Preparedness Grant and Carolyn Adams Ticket for the Cure. Wise woman will be coming out in late summer. Clinics are going well. There is a lot of reporting this time of year. Staff are keeping busy on their downtime by going through stuff in preparation for the flooring project. WIC and FCM have had successful audits and Family Planning will have an audit on June 3rd. Grant Keime is doing well and have added additional clients to the chore housekeeping program.

Environmental Health Division- Staff are doing a great job. They take initiative and pick up things well. They are doing the food inspections and learning the well and septic programs. The held a Cottage Food round table in May. They are thinking of doing it quarterly. Katie explained that with the cottage food, certain things can be made out of home, but the need to fill out paper work and be registered with the Fulton County Health Dept.

The Spring Spoon River Drive was held in May with 20-30 food vendors participating. More events will be occurring this summer. Katie wanted to let the BOH know EH staff are required to leave a paper inspection form at food facilities, staff would like to email this copy. They would like to come back to office and print it in the office. This would be in order to not taking printers. This is required by the ordinance. If the BOH is agreeable they will work on an ordinance change.

Administrator's Report: The roof project is in progress. Our back parking lot was torn up and that will be addressed. Overall it is going okay. The county year-end fiscal report was submitted with the county. We are going to start working on the IPLAN.

President's Report- Nothing

Executive Session- Nothing

Adjourn: Kay McKinley made a motion to adjourn the meeting at 7:34 with Mike Wagahoff seconding the motion. All ayes meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary

Recorded by Amy Rose

