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Logan County Department of Public Health

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LOGAN COUNTY BOARD OF HEALTH  
July 09, 2018

**PRESENT:** Board of Health: Mr. Bill Sahs, Mrs. Maxine Lolling, Dr. Stephanie Gadbois, Dr. Richard Bivin, Mr. Mike Rohrer, Dr. Todd Walker, Dr. David Hepler, Mr. Ron Keller

Logan County Department of Public Health: Don Cavi, Administrator; Katherine Yaple, Director of Finance


Guests: None

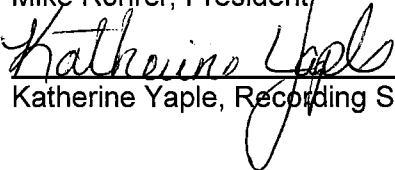
- 1) The meeting was called to order by Member Rohrer at 7:06 p.m.
- 2) Introduction of Guests – None
- 3) Approval of Meeting Agenda – Member Bivin made a motion to approve the Meeting Agenda; seconded by Member Walker. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Hepler to approve the Consent Agenda items; seconded by Member Bivin. Motion carried.
- 5) Reports
  - a) Administrative & Health Education:  
The Administrative Report included:
    - The Logan County Board approved the new food sanitation code.
    - The Health Department is going to start working on tobacco enforcement.
    - Mr. Cavi is currently working with the union to create a MOU regarding the JANUS Supreme Court ruling.  
The Health Educator Report included:
    - We inspected 10 facilities last month and all were in compliance with the tobacco laws.
    - Susan Tracy has resigned. We have hired Salena Matson as her replacement. Salena was previously the WIC Clerk and Breastfeeding Peer Counselor.
  - b) Finance – Mrs. Yaple reviewed the financials for May and June included in the board packet. We ended June with a loss of (\$33,646). At the end of June, we had \$41,860.86 outstanding in grant receivables.
  - c) Nursing – Mrs. Davis was absent so Mr. Cavi reviewed the Nursing report included in the packet. Highlights included:

- We currently have 2 people within the county that have Lyme Disease.
  - We have 1 person within the county that has Rocky Mountain Spotted Fever.
  - WIC's caseload numbers are up.
  - Charity Jarmakas, our Director of Healthworks, resigned effective 6/22/18. We have hired Candis Clark to fill her position. Candis is currently a WIC Nurse and was a Home Health nurse before that. She will start her new position in August.
- d) Emergency Response – Mrs. Tracy continues to work on updating our in-house emergency operation plan.
- e) Environmental Health – We are currently collecting birds, and we also submitted a hawk, to be tested for West Nile. Fay Allison continues to test batches of mosquitos for West Nile as well.
- 6) Old Business
- a) Mental Health Advisory Committee:
- The committees first meeting was May 15<sup>th</sup>. The committee is looking for two more members. The committee contacted McLean County to see if they would be able to come to the next meeting to give some guidance to the group. The Administrator for McLean County as well as one of their board members will be at the next meeting, which is August 21<sup>st</sup>.
- b) LCDPH Marketing:
- We are working on reaching as many people as we can regarding the services we have to offer at the Health Department. We submitted flyers to the schools in May highlighting our immunization clinic. We have different giveaways each month. Nurses are handing out questionnaires regarding our services. Currently, we are contacting local businesses to see if they would like to partner with us for our flu vaccination program to help the local food pantry.
- 7) New Business
- a) LCDPH Finances:
- Mr. Cavi has submitted an ordinance for a Line of Credit through the county in the amount of \$350,000. The Line of Credit was already approved; this is just a formality. The Health Department no longer has money sitting in reserves. Mr. Cavi passed out a graph that shows our expenses vs revenues since 2009. Since 2011, we have lost quite a bit of money. We have had many unforeseen building expenses; roof repairs, watermain break, new furnaces/air conditioning units, backflow issues, etc. Along with these, we also lost quite a bit of money with our dental clinic and then also with our home health department. While we are a not for profit organization, we still have to be able to function and stay afloat.

In order to get the Health Department back on the right track, we have been doing many things; merging positions, not filling vacancies, bringing the SIU clinic to town, billing insurance, etc., but there is still more to be done. We will request the most we can of our tax levy, get our warehouse rented, meet with SIU quarterly to discuss referrals, cross train employees with other departments and work on our marketing campaign to raise awareness of all the services we offer at the Health Department.

- b) Warehouse:
    - Mr. Cavi contacted over 100 businesses that were local, statewide and national. We have two interested parties. One is local and one is a national company that is based out of Georgia.
  - c) Staff Update – Lindsey LaFrance turned in her resignation effective July 24<sup>th</sup>. We will be replacing this position. As previously mentioned, Salena Matson accepted the ERC/HE position which leaves the WIC Clerk/BFPC position open. We will be replacing this position; however, it will now be a part-time position. Also mentioned before, with Candis Clark accepting the Director of Healthworks position, that leaves a vacancy for a WIC Nurse. We have decided not to fill this position at this time.
  - d) Press – In the packet.
  - e) Other – None.
- 8) Announcements – None
- 9) Adjournment – A motion to adjourn the meeting was made by Member Sahs; seconded by Member Gadbois. Motion carried and the meeting adjourned at 8:01 p.m. The next meeting is Monday, September 10, 2018 at 7:00 p.m.

  
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Mike Rohrer, President

  
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Katherine Yaple, Recording Secretary