LOGAN COUNTY BOARD OF HEALTH  
November 13, 2019

PRESENT:  Board of Health:  Dr. Stephanie Gadbois, Dr. Richard Bivin, Mr. Roger Bock, Mr. Mike Rohrer, Dr. Todd Walker, 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 7:10 p.m.  

2) Introduction of Guests – None  

3) Approval of Meeting Agenda – Member Bock 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 Bock to approve the Consent Agenda items; seconded by Member Bivin. Motion carried.  

5) Reports  

a) Administrative & Health Education:  

The Administrative Report included:  

• Our quarterly meeting with SIU was on 10/3/19. They did not receive the grant they were hoping for that would have allowed them to install a 5th operatory as well as doors at the end of the two hallways that lead back to public health and the dental areas. They are hoping to apply for another grant that would pay for this.  

• We will be replacing one of our heating units in the next couple of weeks.  

• Arcadis moved in the week of October 21st. We have some employees parking in the back to free up space in the front parking lot for our clients. We have had issues with our backdoor staying latched, and with us having to use it more because of the parking situation, Mr. Cavi asked if Arcadis would pay for a new backdoor. They said yes and we now have a new backdoor that latches like it’s supposed to!  

The Health Educator Report included:  

• We have had to address one smoking complaint.  

• The state would like us to work on an anti-vaping social media campaign.  

b) Finance – Mrs. Yaple reviewed the financials for September and October included in the board packet. We ended October with an overall profit of $186,523. At the end of October, we had $118,222.39 outstanding in grant receivables, of which $58,136.64 is
for Healthworks. They released two months of Healthworks payments earlier this week in the amount of $29,068.32. We should be receiving the full amount of the Local Health Protection grant any time now. That amount is $65,498.04.

c) Nursing – Mr. Cavi reviewed the Nursing report, in Mrs. Davis’ absence, included in the packet. Highlights included:
   - There is an STD outbreak at Lincoln College.
   - Healthworks is changing. Illinicare is taking over for DCFS. For now, this transfer is to take place in February, which is pushed back from the original date of November. We will continue to find out more information regarding this in the next few weeks and months.

d) Emergency Response – We are in the process of updating our MOU’s with the local EMA and Mike Maske from the Logan County Fairgrounds. We had our active shooter training on September 26th and will continue to do these in the months to come.

e) Environmental Health – Our food license fees are starting to come in. We are teaching the food certification class again. We had 20 people attend our first class and have 7 already on our list for the January class. We charge $120 per person.

6) Old Business
   a) Strategic Plan Update:
      - Between the staff survey and the committee’s input, the committee has come up with the following priorities.
        - Finances – Mrs. Yaple will work on this
        - Marketing/Branding – Mrs. Davis will work on this
        - Substance Abuse – Work with community partners
        - Behavioral Health – Work with community partners
      - The Community Health Improvement Plan will be tied into the Strategic Plan.
      - We will be coming up with goals for the next 5 years.
      - We would like this to be completed by early next year.

7) New Business
   a) 2020 Budget:
      - Mrs. Yaple went over the budget. Overall, we are budgeting for $81,000 more in revenue than FY19. That is made up from additional lease money from SIU and Arcadis; vaccination increases; and food fee increases. Overall, our expenses are pretty similar to last year. Salaries are up 2% due to the union negotiated annual raises and IMRF increased almost 13% for 2020. Also, we will need to replace computers over the next couple of years and we will need to replace several of our heating units. We are budgeting for a loss of ($31,925). Taxes should increase due to the quadrennial, which in turn should make our tax levy a little higher.

      Member Bock made a motion to approve the FY20 Budget as presented; seconded by Member Walker. Motion carried.

   b) SIU Potential Space Expansion:
      - Kelly Crooks, SIU’s Social Worker, needs office space to see her clients. SIU has asked if they could build a small office, about 7 ft by 8 ft, just to the left of the
medical hallway doors. They hope to secure capital improvement funds to build the office.

Member Gadbois made a motion to approve the added office space; seconded by Member Bivin. Motion carried.

c) Staffing Updates – None
d) Press – None
e) Other – None

8) Announcements – None

9) Adjournment – A motion to adjourn the meeting was made by Member Walker; seconded by Member Bock. Motion carried and the meeting adjourned at 8:01 p.m. The next meeting is Monday, January 13, 2020 at 7:00 p.m.

Mike Rohrer, President

Katherine Yaple, Recording Secretary