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Public Health
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Logan County Department of Public Health

LOGAN COUNTY BOARD OF HEALTH
May 9, 2022

PRESENT: Board of Health: Dr. Amit Sapra, Dr. Richard Bivin, Mr. Mike Rohrer, Dr. Todd Walker, Dr. Dave Hepler

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

Guests: None

- 1) The meeting was called to order by Member Walker at 6:13 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 Sapra. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Hepler to approve the Consent Agenda items; seconded by Member Rohrer. Motion carried.
- 5) Reports
 - a) The Administrative Report included:
 - Mr. Cavi has distributed information to the staff to complete the yearly OSHA Compliance training.
 - A FedEx truck backed into the loading dock area of the building, which resulted in about \$18,000 worth of damage. Mr. Cavi continues to work with insurance regarding this.
 - As the Arcadis project starts to wind down, they have begun to fix our back parking lot.
 - Mr. Cavi, Ms. Davis, and Ms. Allison will be attending a Trauma Informed training on May 18th. Haley Casper from SIU and Angie Stolzenberg from the Hospital will also be attending the training.
 - b) The Health Educator Report included:
 - Ms. Davis is going to take a CPR instructor class in June. Once she is a certified instructor, she will be able to recertify our staff as well as hold classes for others that need recertified. We will charge a small fee for anyone not employed at LCDPH.
 - c) The Finance Report included:
 - Mrs. Yaple reviewed the FY21 final audit financials. We ended FY21 with a profit of

\$308,167. The major differences were the revenue from Covid vaccines and the Covid grants we received. With the vaccines alone, we brought in an extra \$195,000 that was not expected. The financials for March and April were included in the board packet. Once the audited amounts were entered, we ended April with an overall profit of \$93,589. When we worked on the budget for this year, we were not sure if there would be more Covid boosters that we would be giving, so we only budgeted \$50,000 for Covid vaccine revenue. At the end of April, we have already received almost \$38,000 in revenue from Covid vaccines, so that number will be trending upward again this year.

- d) Nursing – Ms. Davis reviewed the Nursing report included in the packet:
- We have 3 TB positive reactors that will need further testing.
 - We have one positive legionella's case in the county. It is not from a residential facility.
 - WIC is still curbside.
 - Healthworks numbers are going up again.
 - We have given 1,676 flu shots.
 - We have given 13,633 Covid vaccines since we started giving them.
- e) The Emergency Response Report included:
- The Incident Command Staff met to introduce new members to the structure and to review with existing members. We will set up a regular meeting schedule with goals and objectives for the group.
 - We are keeping the conversation of Covid surge preparedness going.
 - We currently do not have plans for mass vaccination clinics. Our clinics are running out of our public health clinic just fine.
- f) The Environmental Health Report included:
- Mr. Cavi met with the Logan County Recorder regarding property variances. This is something that needs to be recorded with the property record. The county will charge us \$45 - \$50 per variance. We used to charge about \$50 per variance, so we will increase our fee to \$100.
 - We have hired a summer intern for West Nile. She will be doing all the mosquito collecting and testing.
- 6) Old Business
- a) COVID-19 Update:
- Our Covid cases are on the rise. Two weeks ago, Mr. Cavi was contacted by the Public Health Director informing him that Logan County was one of five counties that was considered medium level for Covid cases. They asked that we publish a press release reminding the county to take the necessary precautions. As of this past Friday, fourteen counties were considered medium level for Covid cases.
 - There still is not a Covid vaccine for children under the age of five.
 - The following shows what percentage of people are fully vaccinated:
 - 5 – 12 year olds: 14.4%
 - 13 – 17 year olds: 36%
 - 18 – 64 year olds: 53.7%
 - 65 and older: 87.27%

7) New Business

a) LCDPH Fiscal Policy and Bidding:

- We would like to change our fiscal policy regarding bidding to match what the county threshold is. We would like to change our policy to read: Purchases exceeding \$30,000 will be made by solicitation of competitive bids. We would also like to change the sealed bid sentence to read: All bids will remain sealed.

Member Hepler made a motion to make the changes as presented; seconded by Member Bivin. Motion carried.

b) Strategic Plan Update/Updated Goals:

- Due to our focus on Covid over the past two years, we need to make changes to our Strategic Plan. We are going to move the following goals back a year: Chronic Disease/Obesity Prevention; and Substance Abuse/Tobacco Prevention.

c) Board of Health Policies – Community Relations:

- The proposed change to the policy is to limit the time that guests can speak.

Member Rohrer made a motion to change #3B in the Board of Health Policies to state that comments to the board should be limited to five minutes or a time limit deemed appropriate by the Board of Health President; seconded by Member Bivin. Motion carried.

d) Juneteenth Observed (June 20, 2022):

- Juneteenth is on June 19th and is a state holiday. The County Courthouse is observing this holiday and out of eleven counties that Mr. Cavi could find the holiday schedules for, eight of them are also observing this holiday.

Member Hepler made a motion to observe the Juneteenth state holiday; seconded by Member Bivin. Motion carried.

e) Election Day Observed (November 8, 2022):

- Our employee policy states that we are allowed to take up to 2 hours off to vote. Out of the eleven counties that Mr. Cavi could find the holiday schedules for, only four have election day off. The Courthouse is closed that day and the schools are closed that day. After discussion, it was decided to leave the policy as is.

Member Rohrer made a motion to leave our policy as is and to not close on election day; seconded by Member Bivin. Motion carried.

f) Potential Executive Session – None

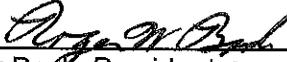
g) Staffing Update – Kristin Woods was hired to replace Melissa Jones. Ashley Berry was hired as the West Nile Intern.

h) Press – In packet

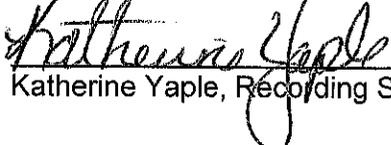
i) Other – None

8) Announcements – None

- 9) Adjournment – A motion to adjourn the meeting was made by Member Hepler; seconded by Member Bivin. Motion carried and the meeting adjourned at 6:55 p.m. The next meeting is Monday, July 11, 2022, at 6:00 p.m.



Roger Boek, President



Katherine Yapple, Recording Secretary