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Logan County Department of Public Health

LOGAN COUNTY BOARD OF HEALTH
September 9, 2024

PRESENT: Board of Health: Dr. Amit Sapra, Dr. Richard Bivin, Mr. Mike Rohrer, Mr. Keenan Leesman, Mr. Jayson Coble

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

Guests: None

- 1) The meeting was called to order by Member Coble at 6:01 pm.
- 2) Introduction of Guests – None
- 3) Approval of Meeting Agenda – Member Rohrer made a motion to approve the Meeting Agenda as presented; seconded by Member Bivin. Motion carried.
- 4) Approval of Consent Agenda – The date on the minutes was listed incorrectly. The date of the last meeting was July 8, 2024, not July 15, 2024. Member Bivin made a motion to approve the Consent Agenda items with the correction of the date as discussed; seconded by Member Rohrer. Motion carried.
- 5) Reports
 - a) The Administrative Report included:
 - There was an informational TASC meeting at the Lincoln Police Department on August 23, 2024. There were between 30 – 40 people invited and around 20 people attended. Everyone in attendance thought this seemed to be a great program and would like to move forward. It will take 10 – 12 months to fully implement the program and it is at no cost to the county.
 - The next Mental Health Advisory Committee meeting will be November 14th. They have a new member, which will hopefully help to have a quorum for each meeting moving forward. The county gave \$500 to be used for this committee, and this money was used to cover the cost of the lunch provided for the TASC meeting.
 - We have painted the front exterior of the building.
 - We are hoping to get the concrete work completed soon regarding the damage to the warehouse area.
 - The admin group has been meeting with a leadership trainer for the last three weeks during our weekly admin meetings. This went very well.
 - Mr. Cavi is working on the Strategic Plan for 2025 – 2030. The four primary areas of focus are: marketing, behavioral health, cancer prevention and workforce

development and retention.

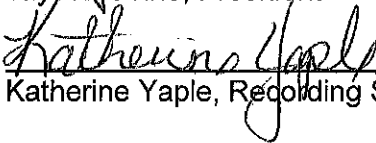
- b) The Health Educator Report included:
 - Ms. Davis continues to provide CPR classes to those that need training or recertification.
 - NARCAN training continues with the county schools. Ms. Davis will be training the staff at Carroll Catholic next week and then all the schools will be trained, except for Zion Lincoln. She has reached out several times and not received any communication back.
 - c) The Finance Report included:
 - Mrs. Yapple reviewed the July and August financials that were included in the packet. We ended August with an overall profit of \$13,190. We currently have \$57,682.61 in outstanding revenue from the state.
 - d) The Nursing Report included:
 - January 1st, the elevated blood level for lead investigations will be >3 mcg/dL. It is currently at >5 mcg/dL so there will be more lead investigations starting next year.
 - We have started to give flu shots.
 - We have hired Emily Rehder who is our new Breastfeeding Peer Counselor/WIC Clerk.
 - e) The Emergency Response Report included:
 - Report is in the packet.
 - f) The Environmental Health Report included:
 - Report is in the packet.
- 6) Old Business:
- a) None
- 7) New Business
- a) Board Of Health Bylaw Review and Update/Remote Attendance:
 - We would like to update our Bylaws to include the option for remote attendance. This will be listed on our agenda as a standing order of business in case anyone needs to attend remotely. This will hopefully help us to have a quorum.
- Member Bivin made a motion to accept the Bylaw change as written; seconded by Member Sapra. Motion carried.
- b) Terms of Members (Bock, Sahs):
 - This item was tabled until the November meeting since Members Bock and Sahs were not in attendance this evening.
 - c) Holiday Schedule (2025):
 - Member Leesman made a motion to approve the 2025 Holiday Schedule as presented; seconded by Member Bivin. Motion carried.
 - d) Board of Health Meeting Dates (2025):
 - Member Bivin made a motion to approve the 2025 Board of Health Meeting dates as

presented; seconded by Member Sapra. Motion carried.

- e) Potential Executive Session: None
 - f) Staffing Update: We had to let one of our Healthworks Clerks go and our BFPC/WIC Clerk go. We also still had an opening for a Healthworks Case Manager. We were able to fill all three positions. We have hired Carol Lobrano as the HW's Clerk, Crystal Ramsey as the HW's Case Manager and Emily Rehder as the BFPC/WIC Clerk.
 - g) Press: In Packet
 - h) Other: None
- 8) Announcements – None
- 9) Adjournment – A motion to adjourn the meeting was made by Member Bivin; seconded by Member Sapra. Motion carried and the meeting adjourned at 6:41 pm. The next meeting is Monday, November 4, 2024, at 6:00 pm.



Jayson Coble, President



Katherine Yaple, Recording Secretary