

Clinton County Board of Health
August 17, 2015
Special Meeting
Clinton County Health Department, Carlyle, IL

Board members in Attendance:

Dr. Deanna Ducomb
Kathie Heimann
Dr. David Munz
Dr. Chris Rivera
Dr. Steven Stone
Craig Taylor

County Board members in Attendance:

Matt Cain
Rafael Him
Jim Rakers

Others: Cheryl Lee

Call to Order – Meeting was called to order by Dr. Stone at 6:18p.m.

Approval of Minutes – No meeting minutes to approve as this is a special meeting.

Financial Report No financial report to approve as this is a special meeting.

Activity Report No activity report to approve as this is a special meeting.

New Business

Debit Credit machines – Cheryl indicated the need to have a debit credit card machine at the health department for clients to use. The Finance Committee indicated the county board would not have an issue with it upon the approval of the Board of Health. Cheryl recommended that fees associated with use of a debit credit machine be the responsibility of the card holder to minimize cost to the health department. Cheryl will explore what is used at the other departments in the county. Dr. Munz made a motion to approve a debit credit card machine at the health department and it was seconded by Kathie Heimann.

Fund Codes – Cheryl had discussed with Fred Becker, county accountant, and the Treasurer's Office regarding combing the WIC and the Public Health funds into one fund. Historically it served a purpose to identify if WIC could be sustainable. At this time, keeping two funds places extra work on all involved. A draft budget is due mid September and does would need to be combined for this budget. Kathie Heimann motioned to combine the WIC and Public Health funds into one fund and it was seconded by Craig Taylor. Motion carried.

Budget – Cheryl presented that there is still no state budget. She recommended that the board agree not to let the cash reserve fall below \$200,000 as was recommended in 2009. She stressed

the need to have the building remodeled to use staff more efficiently to keep hiring additional staff down to reduce expenditures. However, the remodel would use a significant portion of the cash reserve. The cash reserve is needed to carry the health department until the state passes a budget and revenue begins to flow. However, this budget scenario is likely in the coming years. So keeping the minimum reserve at a sustainable level and using the excess above that to flow until state funds become available is important. Cheryl had discussed with Fred Becker this situation and it was discussed to raise the tax levy no greater than 5%, allowing for a slow build-up of revenue. The levy has not been raised for quite some time. Secondly, ask the county to do the remodel and the health department would put a line item in to pay the county back each year for the remodel. Craig Taylor mentioned the county had done this with the county highway department. There were concerns with the raising the tax levy, but it was discussed that other departments consistently raise their tax levy within what is allowable. The health department has a cap of .075% and is currently at .03%, so well below the maximum allowed. It motioned by Craig Taylor and seconded by Chris Rivera to raise the tax levy by 4.9% and motion carried. It was motioned by Dr. Munz and seconded by Kathie Heimann to work with county on the remodel and arrange for a payment plan. Motion carried.

Craig Taylor motioned to adjourn the meeting and Kathie Heimann seconded. Motion carried and meeting adjourned at 6:45 pm.