

Clinton County Board of Health  
Meeting Minutes  
June 15, 2016  
Wesclin High School, Trenton, IL

Board members in Attendance:

Kathie Heimann  
Dr. David Munz  
Stephanie Pitt  
Dr. Chris Rivera  
Dr. Steven Stone  
Craig Taylor

County Board members in Attendance:

Rafael Him  
Jim Rakers

Others: Cheryl Lee, Administrator; September McAdoo;

**Call to Order** – Meeting was called to order by Dr. Stone at 6:00 p.m.

The meeting was held in conduction with the statewide exercise for preparedness at a mock open POD at Wesclin High School.

Cheryl thanked Dr. Stone for his years of service and his dedication to the health department. After nine years of serving on the Board of Health, Dr. Stone's will retire off the board after this meeting. Stephanie Pitt was also welcomed as a new board member.

Minutes from the March 5, 2016 and April 12, 2016 were presented. Kathie Heimann made a motion to approve both meetings minutes and Chris Rivera seconded. Motion carried.

Cheryl presented the Financial Report. Cash reserve level was at \$516,181.73. The state still owes approximately \$75,000. There is still no state budget. Cheryl provided the breakdown of what is owed on the different grant. For FY16 county fiscal year, the health department has a \$25,000 net. Cheryl mentioned that the new state fiscal year starts July 1 and that payments for the near year often doesn't start flowing until October or November, so there will be months where revenue is not flowing. Kathie Heimann motioned to accept the financial report and Chris Rivera seconded. Motion carried.

Cheryl presented the Administrative Report. There has been an increase in laboratory services. There is consideration to run two chairs simultaneously. Debit/Credit is continuing to be well received with an average of \$1,000 per month in transactions. A PRN educator was hired in lieu of the part-time nurse. There was a WIC program review and there were minimal findings. WIC will be changing how they schedule to reduce missed appointments, increase case load and allow for flexibility of nursing schedules. Cheryl also mentioned that the health department is

celebrating its 20 year anniversary. Kathie Heimann motioned to accept the Administrative Report and Chris Rivera seconded. Motion carried.

Cheryl presented the 2016-2021 IPLAN. Cheryl explained that this is a five year plan required by the Illinois Department of Public Health to maintain being a credentialed health department. It consists of an organizational assessment, community needs assessment, and a community health plan that identifies the health department's health priorities. The health priorities identified were reducing disease, mental health, and dental health. Craig Taylor made a motion to approve the 2016-2021 IPLAN and it was seconded by David Munz. Motion carried.

September McAdoo presented the Devolution plan. This plan identifies the steps to take if the health department were to be destroyed. The plan identified having Washington County take over environmental health services and the hospital providing communicable disease services. In the event just the Administrator becomes unavailable, September McAdoo will become the interim administrator, and if she is not available, Holly Timmermann would become interim administrator. At that time, the Board of Health would meet to determine a permanent Administrator. As part of the statewide exercise being conducted, an inject was done and Cheryl became unavailable. The Board was able to make the decision to put September in place. Craig Taylor motioned to accept the Devolution plan and Chris Rivera seconded it. Motion carried.

Officer positions were filled for the next fiscal year. Kathie Heimann agreed to continue on as Treasurer. David Munz agreed to continue on as Secretary. Dr. Stone retired off the board the Stephanie Pitt agreed to take his place as President. Dr. Stone motion to accept Kathie Heimann as Treasurer, David Munz as Secretary, and Stephanie Pitt as President and it was seconded by Craig Taylor. Motion carried.

Board members were invited to tour the new mobile Emergency Operations Center.

Chris Rivera motioned to adjourn the meeting and it was seconded by David Munz and motion carried. Meeting adjourned at 6:45 p.m.