

Clinton County Board of Health  
Meeting Minutes  
November 20, 2017  
Clinton County Health Department  
Carlyle, IL

Board members in Attendance:

Kathie Heimann  
Robert Hyten III, D.M.D.  
David Munz, Ph.D.  
Stephanie Pitt,  
Chris River, M.D.  
Michelle Scott, D.V.M.  
Rafael Him

County Board members in Attendance:

Bob Netemeyer  
Jim Rakers

Others: Bob, Fix, County Board Chairperson, Cheryl Lee, Administrator; Marian Voss

**Call to Order** – Meeting was called to order by Stephanie Pitt at 5:35 p.m.

**Hearing from the Public** – None

**Meeting Minutes** – The August 28, 2017 meeting minutes were presented. Kathie Heimann motioned to accept the minutes and it was seconded by Chris Rivera and motion carried.

**Financial Report** – Stephanie presented the financial report. Current cash funds are at \$781,506.86. For the first eleven months of the fiscal year, there is a \$15,285.43 gain. The health department has billed for the state FY18 first quarter and anticipating those fund which would show a larger revenue in that month. Kathie Heimann made a motion to approve the financial report and it was seconded by Michelle Scott. Motion carried.

**Administrative Report** – Stephanie reviewed the administrative report. The LHPG grant is the only grant waiting to be executed for state FY18. Breastfeeding Peer Network grant has been reduced to \$16,500. A \$5.00 laboratory voucher will be given to anyone receiving a flu shot at the health department. The health department can no longer provide flu shots for state employees with Teamster insurance as that is not part of the state contract. The first mental health task for meeting was successful and a second meeting is being planned with the intention of meeting monthly. Three staff have been trained in Critical Incident Stress Management and will be part of the mental health disaster team being created by the health department. As of date, approximately \$3,000 in fines have been written by the health department for ordinance violations.

Kathie Heimann motioned to accept the Administrative Report and Michelle Scott seconded and motion carried.

**New Business –**

Under Open Meetings Act, (5ILCS 120/2. Sec 2. (c) (1), regarding personnel the board went into closed session at 5:50pm.

Michelle Scott motioned to go into closed sessions and Robert Hyten seconded and motion carried.

At 6:10pm the board came out of closed session and into open session.

Stephanie Pitt motioned to close the close session and enter open session and it was seconded by Rafael Him and motion carried.

Michelle Scott made a motion to table contract discussion and have Cheryl provide additional information on experience, education, and comparable salaries for vote in February along with capping compensatory time on the books to 20 hours with exception of accumulation due to disaster and unusual circumstances and Kathie Heimann seconded and motion carried.

Chris Rivera motioned that the 2018 Board of Health meetings be held at the same time of the third Monday at 5:30pm in the months of February, May, August, and November and it was seconded by Rafael Him and motion carried.

**Old Business –**

Cheryl discussed that the county board had put in the 2018 budget for funds for a new health department. The health department needs to work with the finance committee to determine what amount the health department can use out of cash funds. There is property north of Schuettes market that is available for purchase. Cheryl spoke with Duane Nordike, facility committee chair regarding purchase of property and building. It was emphasized the need to be transparent, fair, and make sure there is a wise use of tax payer dollars. There was discussion on whether to bid land and building separate or bid design build. A motion was made by Michelle Scott to have Cheryl work with the finance committee to determine appropriate funds to use and have the facility committee determine the best way to bid and it was seconded by David Munz and motion carried.

Meeting was adjourned at 6:50 p.m.