

Clinton County Board of Health
Meeting Minutes
November 21, 2016
Clinton County Health Department
Carlyle, IL

Board members in Attendance:

Dr. Deanna Ducomb
Kathie Heimann
Dr. David Munz
Stephanie Pitt,
Dr. Chris Rivera
Dr. Michelle Scott
Craig Taylor

County Board members in Attendance:

Rafael Him
Jim Rakers

Others: Cheryl Lee, Administrator; Marian Voss;

Call to Order – Meeting was called to order by Stephanie Pitt at 5:38 p.m.

Hearing from the Public – None

Meeting Minutes – The August 15, 2016 meeting minutes were presented. Dr. Ducomb motioned to accept the minutes and it was seconded by Craig Taylor. Motion carried.

Financial Report – Stephanie presented the financial report. Current cash reserves are at 605,240.54. This is partly due to reducing expenditures, tax levy payment, back pay from state, and not spending money from the building fund line item. Grant expenditures are on target. Dr. Munz made a motion to approve the financial report and it was seconded by Kathie Heimann. Motion carried.

Administrative Report – Stephanie reviewed the administrative report. All grants have contracts with the exception of the local health protection grant, which should be coming soon. The Website has a new look and the shell has been developed and currently adding the content. Flu shot are at the end of the season. The drive thru clinic tested our capability, though turnout was not what was expected. The health department will be planning for a drive thru clinic early October next year. Vaccine for Children program no longer covers Title XXI/All Kids. These clients are being referred to their local health care provider. VFC also requires a standalone refrigerator and a standalone freezer and four data loggers. CDC recommends pharmaceutical grade units instead of household units. The cost will be around \$3,000 for refrigerator and four data loggers. Chris Rivera motioned to accept the Administrative Report and Craig Taylor seconded and motion carried.

New Business – Stephanie presented giving part-time staff the same percent raise of full time staff. Cheryl had already budgeted for these increases in the FY17 budget. This year it is three percent. A motion was made by Craig Taylor to approve increasing part-time staff by three percent and seconded by Dr. Ducomb and motion carried.

Stephanie shared that currently the health department is losing money on providing TDAP and TB skin tests to adult Medicaid clients due to reimbursement rates. Reimbursements don't cover the cost of vaccine let alone the cost of staff time and supplies. Some vaccines are not in demand so purchasing minimum doses would mean using one or two doses and wasting the remainder doses. Clients may pay out of pocket for private pay vaccines that we have in stock. If we do not have in stock, referrals are made to find a health care provider who can do the vaccine.

Old Business –

Building – The building committee met on November 7, 2016 and voted to recommend building a new building rather than renovate or look for another building to buy and renovate. This seemed the most cost savings approach to get the health department space needed and in compliance with all codes and safety measures. The Board of Health needs to confirm this recommendation of the building committee. Craig mentioned the possibility of donation of land. Discussion of checking on Schuette empty building was mentioned. Cheryl will check the cost of building and potential cost to remodel. This will be brought to the next Board meeting for discussion and necessary vote to proceed further.

Dentist – Illinois requires a dentist sit on the Board of Health. Members were asked if they knew of a dentist willing to sit on the board. No one had any one particular. Cheryl will send a letter out to all county dentists asking if they would sit on the Board.

2017 Schedule- Illinois requires that all scheduled meetings be posted at the start of the calendar year to be in compliance with the Open Meetings Act. Members were asked if they would like to keep the same schedule. Dr. DuComb made a motion to keep the current schedule of meeting in February, May, August, and November on the third Monday at 5:30 p.m. at the health department and it was seconded by Dr. Scott and motion carried.

Motion was adjourned at 5:57 p.m. Dr. DuComb made a motion to adjourn and Dr. Scott seconded and motion carried.