

Board of Health Meeting

AGENDA

June 07, 2023

1. • Call to order 12:10 p.m.

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	<i>vacant</i>
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

2. • Welcome and Introductions

3. • Recognition of those who wish to speak on agenda and non-agenda items

This is an opportunity for any audience members to speak. To ensure all agenda items have sufficient time to be discussed, the time allotted for any audience member to speak may be limited and the time allotted for all audience members to speak may also be limited.

4. ♣ • IPLAN Update & Overview Presentation

Samantha Weidner will provide an update and overview of the Community Health Assessment and some of the health department's grants / programs she oversees.

5. ⇒ • Organizational Capacity Assessment Possible Approval

As part of the IPLAN process, we will need Board approval of the Organizational Capacity Assessment.

_____ moved to approve the Organizational Capacity Assessment. _____ seconded the motion.

Voice vote. Motion carried: _____. Motion failed: _____.

6. ⇒ • IPLAN Possible Approval

As part of the IPLAN process, we will need the Board to adopt IPLAN.

_____ moved to approve the Organizational Capacity Assessment. _____ seconded the motion.

Voice vote. Motion carried: _____. Motion failed: _____.

7. ♣ • Home Care Presentation Presentation

Brandi Young, Home Care Director, will be attending the Board of Health meeting to provide information on the Home Care services.

8. ⇒• Home Health Policies

Approval

There are no updates to our home health policies; but the Board needs to review and approve each year.

_____ moved that moved to approve the Home Health Policies. _____ moved that seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

9. ⇒⇒• Hospice Policies

Approval

There are no updates to our home health policies; but the Board needs to review and approve each year.

_____ moved that moved to approve the Hospice Policies. _____ moved that seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

10. • Questions about mailings / handouts

Discussion?

11.⇒ • Consent Agenda 1 (Minutes, Claims)

I am asking for the Board approval of the following items.

- March 13, 2023, April 05, 2023 meeting minutes
- Paid Claims (March, April, May 2023)
- Contract with Friendship Connections
- Contract amendment with CEFS CIPT
- BTB Field Trips

_____ moved to accept the consent agenda 1 items. _____ seconded the motion. Motion carried: _____. Motion failed: _____.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

12.⇒ • Consent Agenda 2 (Financial Statements, Reports)

I am asking for the Board acceptance of the following items.

- FY23 Financial Statements through April 2023
- Coordinator / Administrator Reports

_____ moved to accept the consent agenda 2 items. _____ seconded the motion.

Voice vote. Motion carried: _____. Motion failed: _____.

13. ⇒ • Employee Health Insurance Renewal

Review / Discussion / Approval

We changed from Diamond Brothers to Weis Insurance for soliciting health insurance coverage in hopes of better service. BCBSIL, our current health insurance provider, offered a renewal with a ___% increase. After soliciting proposals, it ultimately came down to either renewing with BCBSIL at an increase of approximately ___% or Health Alliance at a slightly lower cost. Stacy provided the options to the staff and is soliciting their input.

I am asking approval for the health department to go with whichever provider chosen by staff with any cost increase being borne by the staff (health department contributing the same amount per as in FY23).

_____ moved that the Administrator be authorized to _____
 _____ moved that seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

14. ⇒ • Employee Health Insurance – FSA / HRA / TPA Renewal

Review / Discussion / Approval

_____ moved that the Administrator be authorized to _____
 _____ moved that seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

15.⇒ • Employment of Healthcare Attorney

Discussion / Possible Approval

I am asking for the Board for approval to employ a health care attorney to help resolve a dispute with Petersen regarding Hospice Room & Board payments.

_____ moved to approve the health department hiring a health care attorney to help resolve a dispute with Petersen regarding Hospice Room & Board payments. _____ seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

16.⇒ • Staff Retention Policy

Discussion / Possible Approval

I am asking for the Board to approve implementation of a staff retention policy as outlined below.

- To help retain staff, monetary incentives will be offered quarterly based upon paid hours during that quarter.
- This incentive will apply to full-time and part-time staff. PRN staff are not eligible. Any staff receiving a written warning during the quarter are not eligible.
- After quarterly payroll reports are processed, hours will be verified for each employee currently employed. If an employee terminates prior to the end of the quarter, they will not be eligible for the incentive.
- Staff retention incentives will be paid out within two weeks from the end of the calendar quarter.
- For FY2024, the incentive amount will be \$0.50 per paid hour and charged to the Strengthening Illinois Public Health Administration (SIPA) grant.
- The continuation of staff retention incentives will be reviewed each fiscal year and may change based upon current financial status, available grant funding, etc.

_____ moved to approve implementation of the proposed staff retention policy. _____ seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

17.⇒ • Property Discussions - Closed Session

Discussion

I am asking the Board to enter closed session for the purpose of discussing the potential purchase of real estate. The Open Meetings Act allows this under subparagraph 5 as follows: “(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.”

_____ moved to enter into closed session pursuant to the Illinois Open Meetings Act, Chapter 5 Act 120, Section 2 c, Subparagraphs 5. _____ seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

18.⇒ • Real Estate

Possible purchase or usage agreement

_____ moved to _____.

_____ seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	vacancy
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

As always, the proposed CCHD FY24 Budget includes a lot of guesstimates and assumptions; but they are our best guess at this time.

_____ moved that the proposed FY24 budget be recommended to the County Board for approval. _____ seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	<i>vacancy</i>
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

20. ⇒• Consent Agenda 3 (Approval of grants / agreements)

I am asking for the Board approval of the following grant agreements.

- a. Illinois Department of Public Health
 - 1) Comprehensive Health Protection
 - 2) Public Health Emergency Preparedness (PHEP)
 - 3) Tobacco (Regional)
 - 4) COVID-19 Health Equity
 - 5) COVID-19 Crisis
 - 6) COVID-19 Mass Vaccination
 - 7) STI / DIS Workforce Development
 - 8) SIPA
 - 9) Oral Health
 - 10) Overdose Surveillance
- b. FCHD Genetics
- c. Illinois Department of Human Services
 - 1) Breastfeeding Peer Counselor
 - 2) Family Case Management
 - 3) Healthy Families Illinois
 - 4) Women Infants Children Nutrition
 - 5) Teen REACH
- d. Illinois State Board of Education
 - 1) Prevention Initiative
 - 2) Summer and Child & Adult Food Programs
- e. FDA Program Standards
- f. We in the World – ARISE
- g. Birth to Five Planning Grant
- h. Centene – Healthworks Illinois

_____ moved to approve the consent agenda 3 grant items. _____ seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	<i>vacancy</i>
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

21.⇒ • Board of Health Reappointments

Brandon Cycholl, Larry Rinehart, Linda Newby are up for reappointment for terms ending 06/30/2026. We need two licensed MDs on the Board.

Lucas Siegrist of Heritage Woods has expressed a willingness to serve.

We also still have the vacancy created by Mike Frost’s departure from the Board. That unexpired term ends 06/30/2024.

22.⇒ • Consent Agenda 4 (Financial Institution Related items)

I am asking for the Board approval of the following items.

1. Signature Authorization (Authorizes Joel Hackney, _____, _____, _____, and Lisa Cash to sign checks on Clay County Health Department accounts.)
2. Account Information Access (Authorizes Brandi Young, Jeff Workman, Stacy Ray, and Tiffany Harris to access the account information at any of the fund depositories. Used mainly to check bank balances for reconciling checks and preparing claims.)
3. New Account Creation (Authorizes Joel Hackney, _____, _____, Lisa Cash, Jeff Workman, and Tiffany Harris to establish new accounts on behalf of the Clay County Health Department. Used mainly to obtain higher interest rates)
4. Shazam System Access: (Authorizes Brandi Young, Jeff Workman, Stacy Ray, and Tiffany Harris to access the Shazam system we utilize for direct deposit of employee payroll. The system requires one person will have to enter the direct deposit and another person release it.)

_____ moved to approve the financial institution related authorizations for FY24. _____ seconded the motion.

Voice vote

23.⇒ • Election of Officers for FY24

Elections

The Board of Health needs to elect officers for FY24. The officer positions are: President, Vice-President, and Secretary.

The FY23 Officers continue in their roles until FY24 (July 01st) or until new officers are elected (whichever is later) whereupon the FY24 Officers will assume their positions. If more than one nomination is made for an officer position, voting must be conducted publicly. The current officers are: Joel Hackney President, Randy Wells Vice-President, and Lisa Cash Secretary. Each has expressed a willingness to continue if the Board so desires.

_____ moved _____
_____ for FY24.

_____ seconded the motion.

Voice vote

24.⇒ • Selection of Health Department Medical Director

Selection

The Board of Health needs to select the Health Department Medical Director for FY24. This is done via a motion, second and vote. I believe that Dr. Klingler is willing to do so if the Board so desires.

_____ moved that Dr. _____ be selected the Health Department Medical Director for FY24.
_____ seconded the motion.

Voice vote

25.⇒ • Consent Agenda 5 (Committee Appointments, Meeting Schedule)

1. Approval of Committee Appointments (FY24 President needs to make committee appointments and Board ratify.) Current committee appointments include: Bylaws & Personnel Committee: _____, _____, and _____ with _____ serving as Chair and Finance Committee: Joel Hackney, Larry Rinehart, and Randy Wells with Randy serving as Chair.
2. Establishment of meeting schedule (would different days, different times, etc. work better?)

_____ moved that moved to approve the consent agenda 5 committee and meeting date items.
_____ moved that seconded the motion.

Roll call vote:

Barb McGrew	Joel Hackney, Ph.D.	Lisa Cash	Randy Wells, B.A.
Brandon Cycholl, M.D.	Larry Rinehart	Mike Klingler, M.D.	<i>vacancy</i>
Cathy Croy	Linda Newby	Scott Suntrup, D.D.S.	

26. • Next Meeting – August 02, 2023 or earlier if necessary

27.⇒ • Adjournment

_____ moved that the board adjourn. _____ seconded the motion.

Voice vote. Motion carried: _____. Motion failed: _____.

The Board adjourned at _____ p.m.