

Board of Health Meeting

AGENDA

Tuesday, May 28, 2024

1. • Call to order 12:10 p.m.

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

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. • Questions about mailings / handouts Discussion?

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

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

- April 30, 2024 meeting minutes
- Paid Claims (March, April, 2024)
- BTB Field Trips

_____ moved to accept the consent agenda 1 items. _____ seconded the motion.

Roll call vote: Motion carried: _____ . Motion failed: _____ .

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

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

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

- FY24 Financial Statements through March 2024
- Coordinator / Administrator Reports

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

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

7. ⇒ Employee Health Insurance Renewal

Review / Discussion / Approval

Last year, we changed to Weis Insurance for soliciting health insurance coverage in hopes of better service. That has worked well. BCBSIL, our current health insurance provider, ultimately (after negotiations) offered a renewal with a 11.99% overall increase. We also explored Aetna, Health Alliance, and Hope Trust. After considering all the factors (such as the current contract dispute between Aetna and HSHS), we are recommending that CCHD stays with BCBSIL.

We are proposing that the health department pay an amount of up to 75% of the cost for each employee and up to 60% for each employee’s dependents based on the HRA plan costs. Employees may elect a HRA plan, a high deductible plan, or a PPO plan.

_____ moved that the health department continue with BCBSIL for the employees’ health insurance coverage with the health department paying an amount of up to 75% of the cost for each employee and up to 60% for each employee’s dependents based on the HRA plan. _____ seconded the motion.

Roll call vote: Motion carried: _____ . Motion failed: _____ .

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

8. ⇒ Employee Health Insurance – FSA / HRA / TPA Renewal

Review / Discussion / Approval

For FY24, Flex charged an annual FSA fee of \$150.00 and a HRA fee of \$250.00 plus either \$5.00 per participant per month or \$50 per month (whichever was greater). For FY25, they are proposing an annual FSA fee of \$165 and a HRA fee of \$265 plus either \$5.25 per participant per month or \$65 per month (whichever is greater). Staff seem more pleased with Flex than the previous TPA.

_____ moved that the Administrator be authorized to continue with Flex for FY25 at a cost of: an annual FSA fee of \$165 and a HRA fee of \$265, plus either \$5.25 per participant per month or \$65 per month (whichever is greater). _____ moved that seconded the motion.

Roll call vote: Motion carried: _____ . Motion failed: _____ .

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

9. => • 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 or resign prior to checks being processed, 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 FY2025, 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: Motion carried: _____ . Motion failed: _____ .

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

10. => • FY25 Budget

Review / Discussion / Approval

As always, the proposed CCHD FY25 Budget includes a lot of guestimates and assumptions; but they are our best guess at this time.

_____ moved that the proposed FY25 budget be recommended to the County Board for approval. _____ seconded the motion.

Roll call vote: Motion carried: _____ . Motion failed: _____ .

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

11. => • Consent Agenda 3 (Approval of grants / agreements)

I am asking for the Board approval to sign documents as required to receive grants during FY25. Normally, I'd present a page full of grants the health department anticipates receiving for approval. Then we'd get additional ones that we hadn't anticipated sporadically throughout the year. Most would need signed and submitted within a short time frame that isn't feasible if wait.

_____ moved to authorize the Administrator to sign documents as required to receive grants during FY25. _____ seconded the motion.

Roll call vote: Motion carried: _____ . Motion failed: _____ .

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

12.⇒ • Board of Health Reappointments

Dr. Mike Klingler, Chris Boyd, Cathy Croy, Dr. Scott Suntrup are up for reappointment for terms ending 06/30/2027. They have each expressed a willingness to be reappointed.

_____ moved to support the reappointment of Dr. Mike Klingler, Chris Boyd, Cathy Croy, Dr. Scott Suntrup to the Board of Health for a three-year term starting July 01,2024. _____ seconded the motion.

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

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

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

1. Signature Authorization (Authorizes Joel Hackney, Larry Rinehart, Barb McGrew, 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 FY25. _____ seconded the motion.

Roll call vote: Motion carried: _____. Motion failed: _____.

Barb McGrew	Chris Boyd	Larry Rinehart	Scott Suntrup, D.D.S.
Brandon Cycholl, M.D.	Joe McCoy	Lisa Cash	Randy Wells, B.A.
Cathy Croy	Joel Hackney, Ph.D.	Mike Klingler, M.D.	

14.⇒ • Election of Officers for FY25

Elections

The Board of Health needs to elect officers for FY25. The officer positions are: President, Vice-President, and Secretary.

The FY24 Officers continue in their roles until FY25 (July 01st) or until new officers are elected (whichever is later) whereupon the FY25 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 FY25.

_____ seconded the motion.

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

15.⇒ • Selection of Health Department Medical Director Selection

The Board of Health needs to select the Health Department Medical Director for FY25. This is done via a motion, second and vote. Dr. Klingler has expressed a willingness to continue if the Board so desires.

_____ moved that Dr. _____ be selected the Health Department Medical Director for FY25.
_____ seconded the motion.

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

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

1. Approval of Committee Appointments (FY25 President needs to make committee appointments and Board ratify.) Current committee appointments include: Bylaws & Personnel Committee: Lisa Cash, Cathy Croy, and Barb McGrew with Cathy serving as Chair and Finance Committee: Joel Hackney, Larry Rinehart, and Randy Wells with Randy serving as Chair.

2. Establishment of meeting schedule (last Tuesday of every month at 12:10pm.?)

_____ moved to approve the proposed committee appointments and meeting schedule.
_____ moved that seconded the motion.

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

17. • Next Meeting – June 25, 2024

18.⇒ • Adjournment

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

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

The Board adjourned at _____ p.m.