

COLES COUNTY HEALTH DEPARTMENT BOARD OF PUBLIC HEALTH DIRECTOR'S MEETING

A regular meeting for the Public Health Board of Directors of the Coles County Health Department (CCHD) was held on February 19th, 2026, in the conference room at the Coles County Health Department, 753 Windsor Road, Charleston, Illinois. The meeting was called to order at 5:31pm by Mr. Haifley.

Present:

Board members present: Mr. Mike Zuhone, Dr. Bernie Ranchero, Dr. Jameson Baumgarten, Mr. Matt Bower, Dr. Dan Haifley

Staff present: Lisa Sorensen, Paul Howarth, Gloria Spear

Minutes Approved:

At 5:33pm, a motion was made by Dr. Ranchero and seconded by Mr. Zuhone to approve the minutes of the November 13, 2025 regular board meeting. Motion carried by unanimous decision.

Financial Reports: April – July 2025

Mr. Howarth presented to the board the last 2 months of the County Fiscal Year 2025 (CFY25) unaudited financial statements and spoke on the following items:

The budgeted amount of grant income anticipated for CFY25 was not reached. However, the audited financial statements will include grant reimbursements received after the end of the fiscal year, which will bring grant income much closer to the budgeted amount. Both actual income and expense totals for CFY25 were below the budgeted amounts with total income being higher than total expenses.

The CFY26 budget was discussed among the board members with Dr. Ranchero noting that the income budget was similar to that of CFY25. Although increases in income expected from interest, fees and contractual services had increased.

The SIPA fund was reviewed and Mr. Howarth explained that two of the line-item amounts had been transposed for the SFY26 SIPA fund.

At 5:41pm, a motion was made by Mr. Bower and seconded by Dr. Baumgarten to revise the CF26 SIPA fund by moving \$84,425.00 from Student Loan Reimbursement to Employee Retention/Bonus line item. Motion carried by unanimous decision.

Administrator's Report

Mrs. Spear spoke about the hiring of two additional staff members and one resignation. Dietician (exam eligible) Samantha Bubeck has hosted a lunch & learn event for staff and dietician services are currently available to County staff.

Recent events attended by CCHD staff include the Healthy Aging Expo at the Mattoon YMCA. Staff engaged with the public and handed out materials and free products including pulse oximeters, which were popular among the expo visitors.

Board member terms were discussed by the board members that were present and a motion was made to support the reappointment of Dr. Bernie Ranchero and Mr. Matt Bower for additional 3-year terms.

At 5:47pm a motion was made by Mr. Zuhone and seconded by Dr. Baumgarten to support the reappointment of Dr. Bernie Ranchero and Mr. Matt Bower for additional 3-year terms. Motion carried by unanimous decision.

President's Remarks

Dr. Haifley spoke about the critical incident team that operates out of Sarah Bush Hospital through volunteer services. and also spoke about the capabilities of that four-member team.

Nursing Report by Lisa Sorensen:

The Nursing Report was reviewed by the board and Mrs. Sorensen led the discussion.

One case of drug resistant bacteria had been reported at a nursing home in the County. Also, a rare possible Vibrio infection was investigated. These cases are usually caused by Caribbean fish. Three COVID outbreaks have been investigated and the Illinois Department of Public health (IDPH) also monitor these outbreaks

No changes have been made to recommended immunizations at this time. Coles County Health Department follows IDPH's recommended vaccine schedule. IDPH have formally endorsed the 2026 Child and Adolescent Immunization Schedule that is recommended by the American Academy of Pediatrics (AAP).

The Lead Program is monitoring 12 children and CCHD staff have been trained to provide additional services for the program. WIC Program numbers have been improving. This is likely due to having an additional staff member working in the program.

Environmental Health Report by Gloria Spear:

The board members present reviewed the Environmental Health Report and Mrs. Spear led the discussion

The 2025 Annual Report was presented for review. Paul Howarth assumed primary responsibility for the preparation of this year's report. CCHD leadership is encouraging staff to pursue cross-training and participate in different departmental activities to broaden their professional expertise.

There are have been 16 new food establishments opened in the County. No food training sessions have been conducted but plans are in place to start conducting these trainings again. There was 1 closed loop well (geothermal) installed in 2025. Permitting these present challenges due to their infrequency. Nuisance complaints have decreased in the past year. CCHD is often limited on what can be done with nuisance complaints when they involve private residences.

Additionally, 2 staff are hired to conduct Mosquito Program activities for the 2026 season. CCHD have considered purchasing mosquito testing equipment that would identify species as well as pathogens like West Nile.

Several CCHD staff members will attend the NACCHO conference in Louisville, KY. Attendance was granted to staff who demonstrated a clear interest and outlined the specific professional benefits of the conference.

Old Business:

- A. The remaining 2026 board meeting dates were reviewed by the board members present:
May 21st, September 17th, November 12th 2026
- B. Mrs. Spear addressed the Board regarding the proximity of petting zoos to food vendors at the Farmers Market, inquiring if a distance-based ordinance was necessary. Following a discussion by the Board, it was determined that a line-item amendment to the existing ordinance would be more appropriate than creating a new ordinance.

New Business:

- A. The 2025 Annual Report was reviewed and approved by the board members present.

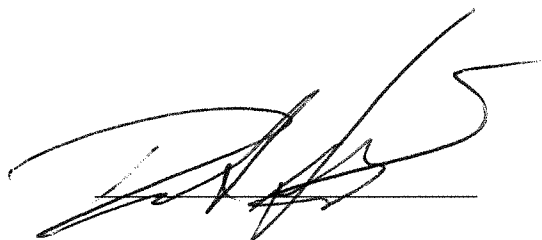
At 6:14pm a motion to accept the 2025 Annual Report was made by Dr. Ranchero and seconded by Mr. Bower. All in favor. Motion carried by unanimous decision.

Miscellaneous:

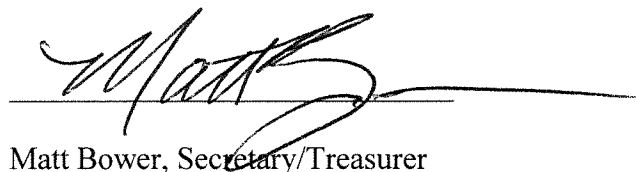
Dr. Baumgarten addressed the Board regarding Fentanyl trends and data availability in the County. Discussion followed regarding the origins of the substance and its local impact/usage patterns. Mrs. Spear reported on the submission of the Illinois Project for Local Assessment of Needs (IPLAN). The Board was informed that the IPLAN has been accepted, resulting in the recertification of the Coles County Health Department (CCHD) by the Illinois Department of Public Health (IDPH) through 2030.

No further business:

A motion to adjourn the meeting was made by Mr. Zuhone and seconded by Dr. Ranchero. Meeting adjourned at 6:22pm

A handwritten signature in black ink, appearing to read 'Dan Haifley', written over a horizontal line.

Dan Haifley, President

A handwritten signature in black ink, appearing to read 'Matt Bower', written over a horizontal line.

Matt Bower, Secretary/Treasurer