

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 June 26th, 2026, in the conference room at the Coles County Health Department, 753 Windsor Road, Charleston, Illinois. The meeting was called to order at 5:35pm by Mr. Haifley.

Present:

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

Staff present: Lisa Sorensen, Paul Howarth, Gloria Spear

Minutes Approved:

At 5:41pm, a motion was made by Dr. Ranchero and seconded by Mr. Stewart to approve the minutes of the February 19, 2026 regular board meeting. Motion carried by unanimous decision.

Financial Reports: January – May 2026

Mr. Howarth presented to the board the most recent 5 months of the County Fiscal Year 2026 (CFY26) unaudited financial statements and spoke about the new format. The financial statements are now condensed to one document. The board reviewed the new format and had no concerns. Expenses since the previous board meeting had been usual and customary expenses. The interest rates from the money market account remain high and CD's are not necessary at this time.

Dr. Ranchero commented on the decrease in salary expense from the previous months. Mrs. Spear spoke about the reduction in payroll being caused by two full-time employees no longer being on the payroll.

Administrator's Report

Mrs. Spear spoke about the resignation of Dietician Samantha Bubeck and filling the vacant positions at the Health Department. There are difficulties in replacing certain positions due to the States requirements. The two current Environmental Health Inspectors have been completing inspections successfully at a high rate.

A neighboring business will be closing on June 30th. This will leave a vacant building with the potential for uses including file and equipment storage. Mrs. Spear and the board discussed the possibility of utilizing the space. It was decided that more information should be obtained about the building and the board agreed to meet again sooner than the next scheduled meeting if a special board meeting is required.

President's Remarks

Dr. Haifley thanked the staff for the excellent work the Coles County Health Department has accomplished this year.

Nursing Report by Lisa Sorensen:

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

CCHD continues to enroll new mom's and babies in the Better Birth Outcomes- Comprehensive program. The decision was made to discontinue CCHD's involvement with the HealthWorks Program. CCHD has secured funding for the SNAP grant through DHS, which will replace the HealthWorks grant. WIC Program caseload levels are in the 90th percentile at this time.

The Lab Program that is ran through the Sarah Bush Lincoln lab. This provides County residents with discounted lab testing options and part of that agreement limits the advertising & promotion CCHD can do for those services.

CCHD followed 18 cases of high lead levels. The Lead Program requires anyone testing above 3.5 u g/dL to be followed. STD testing continues and HIV testing started again in April, with 2 HIV tests being conducted in the first month.

The Tetanus vaccination has been made available for first responders and residents participating in the disaster relief efforts following the recent Tornado that caused damage throughout the County. Fifty doses have been supplied by the CDC at no cost.

Environmental Health Report by Gloria Spear:

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

A discussion was had regarding mobile food vendors and their use of temporary food permits in the County. Mrs. Spear spoke about the intended use of temporary food permits by food vendors at local events and how that differs from the annual food permits issued to food establishments. The board discussed whether there needed to be more specific rules in place for the use of a temporary food permit. The general consensus among board members was to not add additional and unnecessary restrictions on food vendors. However, signed and dated documentation should be required to verify that food is being prepared on site by the food vendors who apply for temporary food permits.

Old Business:

A. The remaining 2026 board meeting dates were reviewed by the board members present:

September 17th, November 12th 2026

New Business:

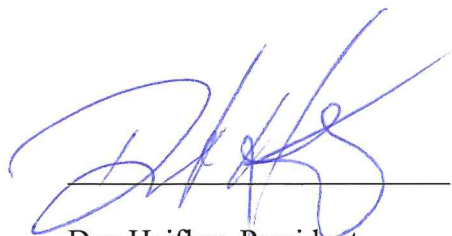
A. Mrs. Spear spoke to the board regarding the need for a policy to determine CCHD's Emergency fund and Operating fund allocation. No decision was made on the specific allocation of funds, but the topic was discussed and deferred for a future meeting. The topic of CCHD's participation with the County's emergency response initiatives was brought up during the discussion. The board members present spoke of the need for CCHD to be included in the initial communication and coordination of the County's efforts to respond to future emergencies.

Miscellaneous:

Mrs. Spear spoke to the board members about the upcoming NACCHO conference and the travel expenses for staff attending the conference. The board members present all unanimously agreed that meal expense for a group meal would be covered by CCHD funds at the Administrators discretion.

No further business:

A motion to adjourn the meeting was made by Dr. Ranchero and seconded by Mr. Matt Bower. Meeting adjourned at 6:25pm



Dan Haifley, President



Matt Bower, Secretary/Treasurer

