

**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 18th, 2021 via Web-ex / call-in and in Conference Room 4 at the Coles County Health Department's Charleston location, 825 18th Street, Charleston, Illinois. The meeting was called to order at 5:17pm by Dr. Huffman.

Present:

Board members present were: Dr. Stan Huffman, Dr. Philip Kepp, Dr. Bernie Ranchoero, Dr. Michael Gillespie, Dave Cole, Mike Murray, and Jeremy Doughty. Staff present: Diana Stenger, Gloria Spear, Lisa Sorensen, and Paul Howarth

Roll Call:

Mrs. Mary Wetzel was not able to attend the meeting remotely. At 5:18pm a motion was made by Dr. Huffman and seconded by Dr. Kepp to begin the meeting.

Minutes Approved:

At 5:20pm, a motion was made by Dr. Kepp and seconded by Dr. Ranchoero to approve the minutes of the November 17th, 2020 regular board meeting. Motion carried by unanimous decision.

Financial Reports: October, November, December 2020

Mrs. Stenger presented to the board the most recent three months of financial statements provided by the Coles County Treasurer, including the unaudited year-end financial statements from November 2020. Mrs. Stenger reported that fees received for this fiscal year were much lower than budgeted, due to the continued restrictions on services being provided. However, grant funding and the annual contributions from the County had been received. Mrs. Stenger also noted that less interest had been received from CD investments and less income will be received from the TB salary reimbursement contract during the CFY20 fiscal year. Overall expenses were lower than budgeted, with only equipment expense being over budget due to some unexpected equipment purchases. Additional grant funds had helped to cover costs. Additionally, the County administrative reimbursement expenses increased due to higher worker's compensation expenses. Mrs. Stenger then explained the current situation with CD funds not being put out for bid. Currently CCHD has no CD's, but are planning to start using CD's in order to increase fund interest again in 2021.

Dr. Kepp asked about the grant income and expenses incurred for Contact Tracing. Mrs. Stenger explained that the Contact Tracing income and expenses could be found in the Annual Report financials and went on to review the income and expenses for 2020.

Nursing Report by Lisa Sorensen:

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

The I-WIC Program has been popular with clients and education / outreach to doctors' offices in Coles County had recently been conducted. The HealthWorks program has seen case numbers increase to 39. Services for HIV have been scaled back and the HIV grant funds are to be reallocated to other nearby Counties with whom CCHD can refer to. Also the resignation of the Nurse, RN at CCHD who had been trained to perform HIV grant activities had recently resigned, limiting CCHD's ability to meet grant requirements. There were no COVID-19

outbreaks currently open in Coles County. Coles County was ranked top 10 in Illinois for response times to positive cases, reaching 90% of clients within 24 hours and 97% within 48 hours.

Immunizations and lab services continue with an emphasis on childhood immunizations. Temperature checks and screenings occur prior to entering the building. The Lead program had less testing and screenings due to remote services being provided by the WIC Program but monitoring has continued.

Environmental Health Report by Gloria Spear:

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

Mrs. Spear reported that the Environmental Health Department continued to manage resources and provide care packages as part of the COVID-19 Contact Tracing grant, as well as assisting with contact tracing duties and also COVID-19 vaccine distribution. Mrs. Spear also spoke about a new part-time staff member, James Williams, who has been assisting in these areas. Also, 300 food permits had been issued in 2020 for permanent food establishments.

COVID-19 Update:

Mrs. Stenger talked about the experience gained since the beginning of the Contact Tracing grant through having to deal with numerous challenges that came with the responsibilities and duties involved. CCHD is currently the Coles County lead for receiving and distributing the COVID-19 vaccine. Lisa Sorensen, Nursing Director is responsible for maintaining CCHD's information in the State vaccine database, I-Care, which is a vital component in reporting COVID vaccine usage and subsequently receiving additional vaccines allocations. Mrs. Stenger spoke of the many hours spent participating in meetings and answering the 100's of calls necessary to manager the phases of the vaccine rollout and thanked her staff members for all of the time and effort that has been put in so far.

President's Remarks:

Dr. Huffman thanked Mrs. Stenger and CCHD staff on their excellent job they have been doing with COVID-19 contact tracing,

Old Business:

- A. Remaining 2021 Board meeting dates were reviewed by the board members: May 20th, September 16th, November 9th

Mr. Doughty noted that the November 9th board meeting date clashed with the monthly County board meeting. A discussion was had about the possibility of moving this date.

New Business:

- A. Annual Report: The board members present reviewed the 2020 Annual Report.

A motion was made to approve the annual report by Dr. Kepp, seconded by Mike Murray. All in favor. A motion to approve the annual report was made at 6:02pm

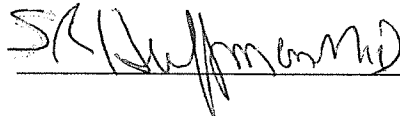
B. Statement of Economic Interest:

Mrs. Stenger informed the board members that this year they would be receiving the Statement of Economic Interest forms in the mail and they could complete the form and mail it back with the included postage-prepaid envelopes.

Miscellaneous:

No further business:

A motion to adjourn the meeting was made by Dr. Rancho and seconded by Dr. Kepp. Meeting adjourned at 6:05pm



Dr. Stan Huffman, President



Mary Wetzel, Secretary/Treasurer

