

## **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 March 14<sup>th</sup>, 2024, call-in and in conference room 1 at the Coles County Health Department's Charleston location, 825 18<sup>th</sup> Street, Charleston, Illinois. The meeting was called to order at 6:32pm by Dr. Huffman.

### **Present:**

Board members present: Bret Hyland, Dan Haifley, Dr. Stan Huffman, Dr. Bernie Rancho, Matt Bower

Staff present: Lisa Sorensen, Paul Howarth, Gloria Spear, Kim Ross

Present via Zoom: Dr. Phil Kepp

### **Programmatic Changes**

Mrs. Spear passed around fentanyl test strips to the board members present, explaining how these had been delivered to CCHD by Champaign Urbana District Health Department and were meant for distribution in the community as part of CCHD's involvement with the NARCAN grant. Mrs. Spear then talked about the issues with the instructions, which stated that the test strips are for forensic use only. This means the kits are meant for use by law enforcement agencies and their associates. Additionally, the packaging contains instructions on how to use the test strips while preparing and administering illegal intravenous drugs without providing any warnings of the dangers. After some discussion a motion was made to not allow the distribution of the test strips by CCHD until further notice.

At 6:42pm, a motion was made by Dr. Rancho and seconded by Mr. Haifley to halt the distribution of Fentanyl test strips by CCHD. Motion carried by unanimous decision.

### **Discussion of Facility Purchase**

Gloria began the discussion by talking about a facility in the northwest Charleston area business park, stating that Dr. Rancho, Mr. Doughty, and Mr. Hyland had already visited the premises for a walk through. Mrs. Spear then went on to describe the condition of the building among other details. Mr. Hyland commented that the structure of the building would allow for relatively easy renovations. Mrs. Ross expressed concerns about the size of the building for current and also future staffing levels. Mrs. Spear talked about staff being able to share office space and Mrs. Sorensen also spoke about the challenges of the current facility being so spread out and the advantages of offices and work areas being closer together, which had worked well at a previous health department where she has worked. Mr. Rancho spoke about additional office space nearby being potential rental or purchase options in the future, if additional space is needed, as well as the

possibility to add an addition to the building. Mrs. Ross Suggested that the Environmental Health Department continue to rent the space taken by their offices. Mr. Bower spoke about the numbers for utilities and other ongoing building expenses in comparison to the current rental expense, stating the savings made sense. Dr. Rancho then spoke about the use of current funds for additional locations in the future, such as the one previously rented in Mattoon and Dr. Kepp then asked questions about the layout of the proposed building and how rooms would be used. Mrs. Spear talked about storing multiple program's files in one storage room. Dan Haifley commented that the proposed building had less space but was newer and well suited for CCHD's needs. Mr. Bower roughly estimated annual building maintenance and utilities at \$23,000, stating that it made fiscal sense. Dr. Kepp asked how the staff who would be using the facility felt about it. Mrs. Spear stated there were lots of positives. Mrs. Spear then passed on a recommendation given by Mr. Doughty to make a motion that would cover the amount from 5% lower to 5% higher than the current offered price.

At 7:15pm, a motion was made by Dr. Rancho and seconded by Dr. Kepp to approve an offer for the property at 753 Windsor Road, Charleston, IL 61920 at price range from 5% lower than the current offered price to 5% higher than the current asking price. Motion carried by unanimous decision.

### **Executive Session**

The board members present chose not to enter executive session

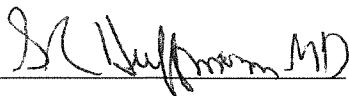
### **Minutes Approved:**

The board members reviewed the minutes from the previous meeting.

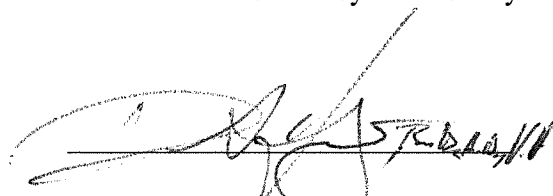
At 7:21pm, a motion was made by Mr. Haifley and seconded by Dr. Rancho to approve the minutes of the February 15<sup>th</sup>, 2024 regular board meeting. Motion carried by unanimous decision.

### **No further business:**

A motion to adjourn the meeting was made by Dr. Rancho and seconded by Mr. Haifley. Meeting adjourned at 7:21pm



Dr. Stan Huffman, President



Dan Haifley, Secretary/Treasurer