

Macon County Board of Health Meeting

**Macon County Health Department WIC Conference Room
1221 E Condit Street, Decatur IL 62521
December 13, 2022, at 5:30pm**

Mark Scranton, Board of Health President, said, good evening, everyone. I want to call the Tuesday, November, gosh darn it, I looked at the wrong paper, sorry about that. I've got my minutes here, the December 13, 2022, Macon County Health Department Board Meeting to order at 5:35 pm. So, Susan if you call the roll call. Roll call taken. Do you have enough for quorum? Susan responded 6 exactly.

Roll Call

Mark Scranton, President - present
Jeff Entler, Vice President - present
Candace Clevenger, Treasurer - present
Carolyn Wagner, Secretary - present
Jan Hack - absent
Debbie Hill - present
Dr. Bret Jerger – present (late)
Dr. Venkat Minnaganti - absent
Cody Parks - present
Dr. Jeff Smith – present (late)

Health Department Staff in Attendance

Brandi Binkley, MPA, SHRM-CP, CPHA, Public Health Administrator
Bethany Krieg, MPH, CPHA, Assistant Public Health Administrator
Susan Hertel, Administrative Assistant
Evan Trimby, IT Support Specialist
Luke Leach, IT Support Specialist Assistant
Rachel Deerwester, Director of Clinical Nursing Services
Karen Shiflett, Director WIC/FCM
Teresa Smith, Director of Starting Point
Kathy Wade, Director of Environmental Health and Emergency Preparedness

Public in Attendance

Mike Baggett, Assistant State's Attorney
Mir Ali, HZ Ops Holding Inc. on behalf of Popeye's

Mark Scranton asked if everyone would please rise and recite the Pledge of Allegiance. Pledge of Allegiance followed.

Approval of Agenda Topics

Mark Scranton stated okay, I would like to get a motion to approve the agenda topics. Carolyn Wagner made the motion, seconded by Candi Clevenger, roll call taken, all votes yes, motion carried.

Public Comment

Mark Scranton replied do we have any public comments, Brandi?

Brandi Binkley responded, no.

Approval of Previous Meeting Minutes – Personnel Committee Open Session Minutes October 17, 2022

Approval of Previous Meeting Minutes – Closed Session Personnel Committee Minutes October 17, 2022

Approval of Previous Meeting Minutes – October 18, 2022

Approval of Previous Meeting Minutes – Closed Session - October 18, 2022

Approval of Previous Meeting Minutes – Personnel Committee Open Session – November 1, 2022

Approval of Previous Meeting Minutes – Personnel Committee Closed Session – November 1, 2022

Mark Scranton responded okay, approval of previous meeting minutes. We have the Board of Health Personnel meeting, October 17, The Board of Health Personnel Committee Minutes from closed session from October 17. Board of Health Minutes from October 18, Board of Health meeting minutes from closed session from October 18. Special Meeting for the Personnel Committee on November 1, and Personnel Committee meeting minutes, closed session from November 1. Mr. Baggett, can we approve all these jointly, or do we need to separate the closed session?

Mike Baggett responded no, Mr. President. Unless any member wants to vote on any particular set of minutes independently or all of them independently. If it's the unanimous consent of the Board, then you can vote to approve these in masse.

Mark Scranton responded I will make the motion to approve these as presented in Mass. Carolyn Wagner seconded. Brandi Binkley said Mark there was one amendment requested that Candi Clevenger was present on November 1, 2022. Mark said okay, I didn't know that. Roll call taken, all votes yes, motion carried.

Old Business

Review of Board of Health By-Laws

Mark Scranton Yes. Okay, review and approval of Board of Health By-laws. I think the last time you left this off the agenda by-laws and I think we might have had some personnel problems; I think Mike was going to need to take a look at some things.

Mike Baggett responded I have submitted a suggested or set revisions to the by-laws that was done back in October, and I think I forwarded those onto the by-laws committee. I don't know if the bylaws committee has met and reviewed those.

Mark Scranton responded I don't believe so, because we didn't have a meeting last month.

Brandi Binkley responded I've got no update from them.

Mark Scranton responded okay, all right, so we'll table that. I want, I want to get that done next month, though. So, make a note, we want to get that cleaned up, okay.

Review of Personnel Manual

Mark Scranton responded okay, same thing with the personnel manual. We don't have anything right now. Changes not from the Personnel committee, anyway.

Discussion and Action Regarding Position Vacancies and Related Policies

Mark Scranton responded okay, moving on to discussion action regarding guarding position, vacancies related policies. So just to kind of bring the rest of the board up to speed, since that's half the people that are now in the room. The personnel committee met tonight to discuss some potential ideas that we are looking at in ways to provide some retention and appreciation at the same time of staff. And so, we had discussion of that for personnel meeting, and I'll let Carolyn kind of go over that a little bit for the good of the cause, to tell everybody else what we had discussed in the meeting previously tonight.

Carolyn Wagner responded so do you want me to go ahead. Mark said yes, go ahead. Carolyn continued so during our personnel committee, we were talking about retention and recruitment and ways that we might be able to help as a Board with that. I'm currently going through the exit interviews from 2019, 20-21, and 22. We're looking at the number of employees who have left, and I'm looking at the reasons why they left. And it's a myriad of reasons. But coming out of this, we thought about what could we do to maybe help the staff realize how much we appreciate that they remain in their jobs and we reward them for their years of service. So, what we came up with this evening in our discussion was a longevity bonus idea that would be based on years of service from at five-year Hallmark, ten-year Hallmark, 15, 20-25-30-year Hallmark. And during those years of Hallmark, those

Hallmark years, that person would receive \$200 per year of service. So, if I was going to reach my five-year anniversary in 2023, the proposal would be that I would be given a \$1,000 bonus. If I were going to hit my 25th year of service, I would get a \$5,000 bonus. This is a onetime per year. So, it's possible if you started here and you worked all the way up through 30 years, we'll all be gone by then, but if that were put into place, you would end up getting your bonus at each of those Hallmark years. We also discussed what about giving every employee as a start to kick off the program, a onetime monetary gift of appreciation. Because if I hit my five year two or three years back, you know.

Mark Scranton responded or two months ago.

Carolyn Wagner responded or two months ago, we're trying too just be as fair as we can. So that's what we're at and where we're discussing. We also brought up some other ideas that we're still thinking about, but this is the most concrete one that we would like to see get started in the calendar year 2023. Did I capture everything?

Mark Scranton responded yeah.

Carolyn Wagner responded okay.

Mark Scranton responded I would say so. Carolyn said okay.

Mark Scranton responded and the whole point of doing this is we talk about the challenges with retention and use that as a tool for incentive for recruitment. Another thing that we brought up, Carolyn talked about this piece of the puzzle, so to speak. I had brought up looking at some potential options about what we might do to provide some limited funding to support staff that has some skin in the game. They've been here for a while, and they might aspire to want to increase their growth and their job. They might be working as a clerk, they'd say, hey, I'd like to go work in Kathy's department, for example. But I don't have the credentials for it. But I could go out to Richland and take some part-time classes or something I could do online, but my, my roadblock is I can't afford to do it. So we want to look at some things, how we might take some money and set it aside for some programs to incentivize employees to try to grow, you know, in their, in their career if they decide to do this long term with the Health Department to give them the knowledge that we have something here that we can do to help invest in them as part of the mechanism to keep them to stay on board with working here. We obviously can't fund a four-year college for anybody, but for some classes they might be able to take, maybe it's just going to some trainings or something, a seminar that helps out with some continuing ed credits or something like that, some online classes. That's just, it's just a discussion that we had tonight, and we're going to pursue that going forward because I think that would be a good investment in our people. Because if they, if they know that this is not a job, that just this is it, this is all I can ever be working here. I have no future here. This is just a steppingstone for me to leave here and go off somewhere else. Now they can see that, hey, there's some opportunities for me here. I can go talk to somebody and say I'd really like to do this. What do I need to do to be able to get to that position? And then they can decide if it's a good fit for them financially or just career wise or whatever. So, we're just doing some out loud thinking at this point on that, trying to think outside the box, so to speak, because a lot of people are getting pretty creative about how they're recruiting people. I brought an idea up that I've done at work, and I've had probably in the last six months, I've actually

had two people follow through. I told employees, you hire it, you get somebody you refer to come in, they have to work a minimum 90 days, and you get a \$500 bonus. Mark Scranton continued so I don't want people referring people to come to work if they're not going to be around. But I want them to bring people that they feel like they would be a good part of the, of the, of the business so we can look at some things like that as well. A lot of companies are getting really creative thinking about I mean, I saw billboard the other day, this one company is giving \$50 a week gas cards away just to get people to drive out of town. They're leaving Decatur - they're leaving Macon County to go work outside of here. And not talking about health field specifically. I'm talking about jobs in general. There are some companies doing some creative things like that, and for a lot of us. They may not sound like a lot, but for somebody that's willing to drive 25, 40, 50 miles each way, \$50 a week just for gas, it's not a lot, but it helps. Just think out loud. If you guys got some ideas, let us know. We can talk about it now or down the road, but we're trying to do some creative thinking about what we can do to keep our people here longer and help lift them up and motivate them a little bit more. So that's kind of where we're at with that. So, I don't think we'll have any thoughts on that at all. I know Dr. Smith just came in, so we're talking about doing something with Anniversaries. People hit their benchmarks of five-year increments, giving them something to recognize their years of service. So, we're talking about some different dollar amounts we might do for that, to promote some longevity staying, staying in the department for a little bit longer. Dr. Smith said sounds good. Mark continued that's something we think might be, might be beneficial. So, if you guys any thoughts on that or whatever, feel free to let us know, because I think it's something that the personnel committee, the four of us, we talked about, we think it's something I think we'd like to move forward with going into next year to kind of get things going. I think it would be good place to start going into New Year.

Carolyn Wagner responded that would be great.

Mark Scranton responded we got some other stuff kind of behind us now, so we could kind of start moving things forward with a new direction, new focus. I think it would be great.

Dr. Smith responded I could talk to the hospital, too, because I know that they don't pay for everybody's tuition, but they do kind of support them in that financially if they're wanting to get a higher degree. And that usually requires them to commit somewhat for a certain period of time with the hospital. But I don't think they outright pay for all of your tuition, but I think they will help you. And I'll talk to Human Resources.

Mark Scranton responded yeah, that'd be great. I mean, we're not talking about paying like somebody wanted to go to Richland because they want to get an associate degree. Maybe they're a clerk and they go to Richmond and say, I'd like to become a CNA or want to become an LPN or whatever. What, what could I do? What are the steps I need to take? Even if just basic classes, because most of your college courses, you got basic classes you have to take no matter what. So even if it's just a little bit of, you know, assistance to help get them moving in that direction, and if they're committed to doing that, and they maintain good relationships in their job and they get good grades, I mean I think there have to be some stipulations in there that tied together all that, and we get more in the details of that going forward. But I think doing something like this can be, can be really beneficial.

Candi Clevenger responded we have experience with it - we give a flat amount and they have to complete the course. It's so much per year, so everyone has the opportunity to get that much per year. But really not that you took advantage of it. Not everybody was going to school. You're right. Sometimes it feels like you're taking a class that doesn't really get you. But if you're trying to get a few degrees, you can move on to a master's degree, but you need to take all those.

Dr. Jeff Smith responded I think you have to carry a certain grade average to get a certain amount.

Mark Scranton responded yeah, I think you'd have to have a certain GPA because you could pass a class and still not have knowledge from that class as it relates to what you might have to have that knowledge in your job career wise. So, but we're just doing some outside the box thinking, so appreciate and even supervisors, two of you are in here now. I guess that's all that's here.

Susan Hertel responded three of them.

Mark Scranton responded okay, one hiding around the corner. But I mean, if you guys got some thoughts on this, what you see within your own departments, if you say, hey, I think if we did this for my people specifically, I could see where this could be real plus. So, we'd like to hear from you.

Rachel Deerwester responded I did something like that. When I worked at St. Mary's, it was \$2,500. It was when I was getting my bachelor's going from an associate degree or into a bachelor's. I had to turn in my grades every semester. I had to maintain a 3.6 and it was like a flat \$2,500. But you also had to sign on for two years to get it. I mean, this was several years ago. I don't know if that's the same now. I think the five and plus increment is great. Our problem is getting them in the door for five years, especially nurses. We are desperate for nurses. In my department, at least.

Mark Scranton responded we have some people that are already in that, in that queue already in different areas based on the time they've worked here. So, recognize those people that are here now and hopefully that will help bring everybody else along down the road. They can look at that as this is another thing I can look forward to.

Rachel Deerwester responded I know I did see that Memorial is advertising for a brand new and we couldn't touch this, but it just shows how hard it is to get people for a brand-new RN grad residency. So that's someone who's never been a nurse anywhere before, they were offering \$15,000 sign on bonus.

Mark Scranton responded, and we can't compete with that.

Rachel Deerwester responded that's, right?

Dr. Jeff Smith responded yeah, I know in surgery alone, they have twelve positions right now for nurses that are unfilled. (Various people made comments at same time).

Mark Scranton responded what's the pulse of the Board in regards to doing this? Is this something you guys want to talk about a little bit further and think about it? Or do you want to you want to vote on this now? We have the ability to take a vote on it, if you want to.

Jeff Entler responded I am ready to vote on it as far as I am concerned. It hits the budget pretty minimally and it's a good...

Mark Scranton responded we ran the numbers on it and the cost to do this based on the people that are currently eligible that fall in that category. It's not, it's not a tremendous amount money wise, so we don't have the four of us didn't have a problem with it, so I don't know. It's whatever the wishes of the Board are to do it. So, do we need to get, do we need to get specifics about what we're going to do or just what the plan is going to be?

Brandi Binkley responded I would probably rely on Mike to tell us that, but we'll definitely need specifics before we can do anything.

Mike Baggett responded I mean, if the motion is stated in concrete enough terms, or if you feel like you've already stated it in concrete enough terms that it's reflected in the minutes and the board members are clear on what they're voting on, then you can do this now, my alternative suggestion would be to reduce it to writing and vote on it either at next month's meeting or if you think you can do that tonight. Certainly, you could have staff draw this up with the details that you've outlined, but you're capable - you certainly have the ability to adopt this tonight, as you've described it, but you'd be relying on the minutes to accurately, accurately reflect that. And you want to make sure that all seven of your members understand exactly what they're voting on when they vote. The better practice is typically to have it very formalized on paper before voting.

Mark Scranton responded yeah, and I'm gone, that's kind of where I was leaning. That's why I want to get your advice. I would prefer that we get this in a more structured writing with more details in it and not only that we've got five of our Board members not here. I appreciate them being involved and making a vote on something significant as this. It'd be great to have them here. And I know not everybody's going to make it a Board meeting, but I think the fact that we've got somewhat of a consensus to move forward with this, I think I'll ask Carolyn to work on this in a little bit more detail and provide that to Brandi and Bethany.

Carolyn Wagner responded okay.

Mark Scranton responded and then we can put this into an action item for next month with the portion as far as the dollar amount and what the terms of this would look like and that type of thing. I think we just kind of walked this along, and that way we could vote on it could take effect next month. I think from a timing standpoint, I think that would be sufficient.

Bethany Krieg responded one thing I didn't think about earlier would be, like, effective date for all employees as of this date, or what that looks like, because people are constantly, you know, coming or going.

Mark Scranton responded and that's what I'm going to charge Carol that responsibility on behalf of the Board personnel committee to kind of work those details out and share that with everybody else. Between you and her, we can, we can, kind of work the details out, and if anybody's got a real problem with it, we could send it out in advance of next month's meeting. So, say this is the draft of what this will look like. Does anyone got any concerns or questions or wants to make some changes or whatever, we can get that conversation to the point where we get to the meeting next month. Then we'd have all the terminology in place and the date that this would be effective and what it would retroactive if that was the case, go back on that. I think that we got some time to digest it. I think I'd feel a lot better about that. Carolyn said okay.

Cody Parks responded so you're saying if it was my five-year anniversary and I missed it, and you guys adopted this next month, I just have my five-year anniversary right now, but you guys don't back it up any, and you just say, no.

Carolyn Wagner responded this wasn't going to start until 2023.

Cody Parks responded yeah.

Carolyn Wagner responded so yes, so Cody said so when it does start, though. Carolyn continued if you had it in December of 2022? Yes. And that's why we wanted to do a separate one time. Cody Parks said yeah, I am with you, I understand that.

Cody Parks responded I just didn't know if you want to, we felt that if it was within 30 or 45 days of that date.

Mark Scranton responded we felt that it would be a good way to address all the concerns. That way it gets a level playing field going forward into next year. So, we got actually two separate proposals that we're going to present, and I think that makes it satisfactory to everybody, and I think that's a good way to start it out. Okay. Anything else on that?

Review, Discussion and Action (if needed) on flex time/pay policy

Mark Scranton responded okay. Review, discussion, action, the flex time pay policy. I don't think anybody is prepared to have any discussion on that tonight. Jeff, you got anything you want to visit on that tonight? Jeff said no. So, we'll put that off until next month.

Popeye's Update

Mark Scranton responded so we have an update from Popeyes. They're here tonight.

Mir Ali responded good evening. Good evening. Everyone responded good evening.

Mark Scranton responded if you would be so kind to tell us your name and your position.

Mir Ali responded yes. My name is Mir Ali, I'm the vice president of operations for Popeye's, and it's a pleasure to be here again. I know I was here a few months ago, so I'm here again just to provide a quick update on where we stand with the Decatur Popeyes plans have, I believe, just being submitted into the city for approval. I did send a copy for the Kathy's so she can share that with you. A couple of things that I do want to point out that we've seen some significant progress in our operations in the Central Illinois area, which I went to last time when I was here. So, we did we got out of the trench that we were in with a few of the Health Departments. I do remember Mr. President pulled out about 15-16 pages last time when I was here saying that, well, there's a trend, if you will, with Health Department issues. So, I'm very proud to say that Sangamon County, they've lifted all restrictions of high risk off our stores in Springfield. In Peoria, we were able to open up our Knoxville store, which was closed by the health department early this year, I believe, in January, and it just reopened today. As a matter of fact. That's where I'm coming from. For Decatur, the building is going to look brand new. I shared some renderings with you guys with the board last time I was here, so we're still sticking to the same plan. All the equipment is being replaced. The location was already deep cleaned. I know Kathy visited it last time. I think you were there, right? A couple of months ago. And I personally did visit that location as well, where he threw away basically anything that was in there. With that being said, all of the equipment plan, the plumbing plan, sanitation plan, all of that, Kathy should have in her possession. And we have a new Director of Operations that we also brought in last time I came in with Mr. Nick Freeman. Nick is no longer with well, he's no longer with Central Market. He's back in Arkansas. We've brought Tosha Austin, who's been with us for about 16-17 years, I want to say, very sharp young lady. She's going to be managing this market in central Illinois, which is about a dozen stores. Danville, Champaign, Springfield, here in Decatur, you know, Peoria, Bloomington and so forth. Tosha brings a wealth of experience, and she's actually been the driving force behind all the good things that have been happening in the Central Illinois market.

Mir Ali continued the managers for the store, we have a couple that we're still looking at who we're going to bring in. I may be pulling somebody from Bloomington or Peoria a little bit more seasoned. The drive, yes, it's an issue that's something that we're dealing with right now, but the crew in its entirety. We're bringing our training department in to train everybody. Once we have kind of like a timeline to see when the project will start, when it will be ready. Normally, we start training about 45 days out. We'll start hiring about 60 days out. And we really want the support of the community. We want to give back to the community. We want to be a part of the community. I think it's very, very important that we start off on the right foot, given the history, and we don't want to see ourselves on any Facebook page, just good and likes and so forth, good things. So, yes, like I mentioned before, we've invested about half a million dollars into this building. It's not going to look anything like what it looks right now, it's going to be our new 21-12 model. Everything's going to be re-done the dining room, the bathrooms, the back of the house, new POS systems, everybody in the store. All the managers that will be running shifts will be Serve Safe certified, and they'll be going through our Popeyes Academy, which is also about a 60-hour course, you know for any team members, which is also an enhanced food safety training. As such, all that stuff will be taken care of before we even open our doors. We'd like to have a friends and family night once we open, so you guys are more than welcome to come and try some of our wonderful sandwiches that we have, or chicken. But in a nutshell, that's what I have just wanted to say. Hello again. Yes, ma'am.

Carolyn Wagner responded I have a question. You said that everything in the store will be new, including the equipment. Mir Ali said the equipment, yes. Carolyn continued equipment means the walk-in cooler.

Mir Ali responded yes, yes, because once we sanitized, deep cleaned the entire store, we threw 90% of the stuff away because just the way it was, we're not going to take any chances. From the pop machines to the POS systems, even those little critters, all the cockroaches love to get in there, and we did not want to take any risk. That's one of the reasons why it was a high budget remodel for us, because a store being closed for that long of time, we don't want to take any risk with any of the equipment. So, yes, I personally went to that store once it was deep cleaned and sanitized, but there was some type of smell coming from that walk-in cooler. I said, no, it's not going away. Get rid of it. So, yes, the walking cooler and freezer, we've already got it on the work.

Mark Scranton responded so what's your timeline you feel like you're headed toward?

Mir Ali responded we're at the mercy of the City of Decatur.

Mark Scranton responded barring that.

Mir Ali responded yes, well, once the plans get approved, which I think we've been working very closely with the city in that regard, so I trust as soon as we get the plans in the holiday season, within probably about 30 to 60, 30, 45, 60 days, we'll have final plans in place. And then it takes about maybe three months or so to get so I'm still looking. We're looking at probably late spring, early summer, I want to say, to open up, which is a great time to open. I really don't like opening in the wintertime, so yes, ma'am.

Carolyn Wagner responded you had originally told us that Decatur was going to be the training hub.

Mir Ali responded yes.

Carolyn Wagner responded and then we heard that Springfield was going to be the training hub. Is there any truth to that rumor?

Mir Ali responded no, no.

Carolyn Wagner replied okay. So, Decatur is...

Mir Ali responded our new store it's going to be a certified training store.

Carolyn Wagner responded okay.

Mir Ali responded it's a lot easier for us to get a brand-new store which has everything looks perfect, so they don't have any maintenance issues, if you will, because the brand has to certify that store. That store has to meet certain metrics. And the Springfield stores, yes, they're operating very well

now, but they are older stores. And the look and feel, we want Decatur to be a training store, this one, and possibly Knoxville as well, since they're right away about an hour and a half or so.

Mark Scranton responded okay; anybody have any other questions? No? Okay, thank you. Thank you for having me. Everyone thanked him for coming.

Review of Holiday Dinner

Mark Scranton responded okay review of the holiday dinner. So, in a packet, the cards around there, we got a nice little thank you from the members of staff for those that weren't able to make it. I think it was a really good I think it was a really good time. Had a lot of positive feedback from everybody that was there. I think the venue worked out really nice, which was my personal hope. Carolyn did a magnificent job of decorating because that's definitely not my wheelhouse, you would have got twinkies and a Christmas tree on the table or something probably if I would have did it. So, we had great food provided by some of our members in the community putting everything together, and I think everybody really enjoyed themselves. And I appreciate the fact we did get a good response from the staff to attend it because it was something, you know, new. We wanted to try it out and see how the response was, and I'd like to have seen a better turn out, but I understand that getting the holidays and schedules, it's never going to be an ideal situation to get everybody to go to that event because of just the timing, timing issue and that type of thing. But that being said, I want to share with the rest of the board and with the staff as well. Mark Scranton continued so, because we did have overwhelming amount of people that would like to have had some type of a family event also, besides it being an adults only event, I'm excited that we have our projection, screen and projector online at the Lincoln Theater now. So, I told Brandi we have plans to probably sometime over the winter if we get through the holidays and everybody's kind of down and out and want something fun to do. I want to throw a family fun night on a Saturday afternoon or Sunday afternoon, something like that. And we'll have some free movies so the Health Department staff can bring their kids and we'll come up with some fun stuff for that around a movie or two and make more of a family affair. And I think, and again, I think that would be great for the, for the people working here something I'm excited about being able to do that. So, I think what we did this year was a good start. I think all of us that were there thought it went really well from the Board perspective and appreciate those that were able to show up. And hopefully the next time we do this again, we'll be able to get a better turnout. I'd like to see us do a few more of these maybe over the course of the year, I could see us maybe doing some type of summertime cook out, something like that, area parks or something, and have an event where we bring Mr. Softee truck in because I like ice cream. So that's important to have Mr. Softee to show up, can never go wrong with that. So, I think it'd be good if we do this, because I think it would be a great thing for the employees because I do it for my business. I have a thing once a year for my customers around the holidays where we just do a big luncheon. And it's not a lot, but people really, really do enjoy it and get the chance to get away from work for a little while. So, I think that's something that we'll talk to greater lengths about, some ideas down the road. I think this was a good place to start, and I appreciate everybody's involvement and helping to make it possible. Brandi, thanks for getting staff to come. And I was really everybody enjoyed themselves. It was, it was, I think it was a great night.

Brandi Binkley responded thank you to all the Board members for doing that. I think it was a nice extra special treat. I know there were some staff that were unavailable in which they could have come, so hopefully they'll be able to make it to the next thing.

Mark Scranton responded absolutely.

New Business

Macon County Board Resolution Approving Increase in Appropriations in the FY22 Health Fund Budget for Pre-Exposure Prophylaxis (PrEP)

Mark Scranton responded okay, new business. We have several resolutions to approve, the first page on the back of the thank you card. So, we have Macon County Board resolution increased appropriations for FY 23 Health Fund budget for pre-exposure prophylaxis. Did I get that right?

Carolyn Wagner responded yeah.

Mark Scranton responded so if you would mind explaining this a little bit more detail, Brandi.

Brandi Binkley responded yeah; I will actually have Rachel explain it in a little bit more detail than I can.

Rachel Deerwester responded sure, so this is a prep grant that we were awarded \$15,000 from the state to help with our HIV prevention program. So, this money will be really great to help us staff our STI clinic if we get the nurses to staff it with so that we can bring patients in to get them on medication to prevent them from getting HIV.

Mark Scranton responded okay. Make a motion to approve the resolution as presented. Carolyn Wagner, I make that motion or second it, whichever you need.

Mark Scranton responded okay. I'll say motion by Dr. Bret Jerger and seconded by Carolyn Wagner. Carolyn said perfect. Roll call taken, all votes yes, motion carried.

Macon County Board Resolution Approving Increase in Appropriations in the FY22 Health Fund Budget for Emergency Preparedness Coordinator

Mark Scranton responded yes. Macon County Board resolution improving increase in appropriations for FY 23 Health Fund budget for Emergency Preparedness Coordinator. This is to oh, Kathy's is back, I'll let you talk about this then.

Kath Wade responded what? (Laughing)

Mark Scranton responded we're talking about the resolution to approve the additional funding for Emergency Preparedness Coordinator.

Kathy Wade responded so this was, in my terms, simple terms, basically removing all of the Environmental Health requirements for that Emergency Prep Coordinator, making the emergency prep coordinator, a full-time position, being able to bring back programs like CERT, do a lot more training with our staff because with the turnover work, these individuals have participated in drills. We don't know how to use radios. (Laughing) I wasn't pointing a finger, but we're learning that there's definitely a lot of areas that we need room for improvement on. And when you're trying to kind of juggle both programs, it's a little difficult to spend that much time on one program without letting one program slide. And then you try and make it up and it goes back and forth. So, this is basically making it a full-time position and being able to possibly bring back some programs that we've recently had that we no longer have.

Mark Scranton responded I'm going to make a motion to approve this.

Carolyn Wagner responded to a motion to approve, seconded by Jeff Entler, roll call taken, all votes yes, motion carried.

Macon County Board Resolution Approving Increase in Appropriations in the FY22 Health Fund Budget for Delta Dental 2022 COVID-19 Response Oral Health Capacity Building Renewal

Mark Scranton responded to the Macon County Board Resolution approving Increase in Appropriations FY 23 Health Fund Budget for Delta Dental 2022 COVID 19 Response.

Brandi Binkley responded so if you remember when we went through our budget process, we said we might get this grant. We found out that we will get the grant. So, you know, big thanks to our team for the work on the application. This just basically is a resolution to reflect that. And then the expenses are already included, included in the FY 23 budget that you approved. This will cover the cost of cloud based dental software and then, of course, staffing.

Carolyn Wagner responded to the motion to approve, seconded by Cody Parks, roll call taken, all votes yes, motion carried.

Macon County Board Resolution Authorizing Disposal of Surplus Property by the Macon County Health Department

Mark Scranton responded to the Macon County Board resolution authorizing disposal of surplus property by the County Health Department.

Brandi Binkley responded this is just one that basically we have to go through certain steps with a resolution and then take it to our oversight committee and the full County Board to get permission. If we are disposing of items, we, with the guidance of Mike Baggett, have taken on the practice the last few years of when we have several things that need to be gotten rid of that we do a resolution. We have put this on our yearly calendar to do it at least once a year to ensure that then we are allowed to get rid of things that are, you see, an example of items that are broken, no longer functioning at all or very obsolete. So just permission to dispose of those.

Mark Scranton responded what is the matter with which it is done? Are they just tossed in a dumpster or they put out for sale to the public or what's the process?

Brandi Binkley responded so; it depends on what the item is. Usually if it is something that still works, let's say there's a desk that for some reason we can't use just as an example. We would first send that out to the other county departments to see if anybody wants that, and then it's given to them. If it's something that doesn't work, it would be disposed of, and the building commission helps with that, you know throw it away. If it is an electronic item that has to be discarded in a different way, then we would obviously follow those rules as well. Thankfully, the building commission helps us with a lot of that. We do not put it up for sale. We do not give it to staff or sell it to staff. Nothing like that.

Mark Scranton responded okay, all right.

Carolyn Wagner responded to the motion to approve, seconded by Cody Parks, roll call taken, all votes yes, motion carried.

Macon County Board Resolution Approving Increase in Appropriations in the FY22 and FY23 Health Fund Budget for Mass Vaccination Grant Cleanup

Mark Scranton responded Macon County Board resolution approving increase in appropriations in FY 22 and 23 health fund budget for Mass Vaccination Grant cleanup.

Brandi Binkley responded this is just pretty much making sure that the Mass Vaccination grant funding is reflected in FY 22 and FY 23 appropriately. There's only one month of it in FY 23, so yeah any questions you have, I'm happy to answer.

Mark Scranton responded okay. Need a motion to approve.

Cody Parks responded to a motion to approve, seconded by Carolyn Wagner, roll call taken, all votes yes, motion carried.

Discussion and Action (if needed) regarding Board of Health Vacancy

Mark Scranton responded discussion action regarding the Board of Health vacancy. We received a letter, which I don't believe is in the packet, but Dr. Snyder had sent myself, Brandi, an email earlier this week, notifying us, or last week, I'm sorry that he was no longer going to be able to serve on the Board and capacity to do this and changes in his living situation, I believe.

Brandi Binkley responded I don't know he just said some unfortunate circumstances.

Mark Scranton responded so we will now have a vacancy on the board. I know that we had a previous list of some potential candidates for Board vacancies that we looked at the last time when Dr. Snyder was added on the board. And I don't know who all we had, if anybody remembers, I know we had one or two. If anybody's got any suggestions or recommendations, I know this kind of comes out of blue,

but anybody's got some thoughts on some names of somebody they think might be a good addition to the Board, then by all means, put their names forward.

Debbie Hill responded does it have to be a doctor?

Mark Scranton responded no, we're okay with our ratio on doctors right now.

Dr. Jeff Smith responded I do have a good doctor to put forward. Mark said okay. Dr. Smith continued Terry Balagna, who used to be the Director of the ER.

Mark Scranton responded great guy.

Dr. Jeff Smith responded I think he would do it. I'll talk to him.

Mark Scranton responded okay, appreciate that, and get back with us and let us know.

Debbie Hill responded I would like to maybe Marcy Rood if we can.

Mark Scranton responded she's still on County Board, isn't she?

Mike Baggett responded no, no.

Mark Scranton responded on she's not now.

Jeff Entler responded no.

Debbie Hill responded I'll ask her.

Mark Scranton responded okay. We'd like to get some names to the chairman. I'd like to get this filled. Maybe next month, get the holidays and stuff. If it doesn't happen, then another month down the road. Time to be able to follow the people, because maybe hard to connect right now over the next couple of weeks.

Debbie Hill responded Jeff know her, I think she'd be great.

Jeff Entler responded she would be a good candidate.

Debbie hill responded she's a good asset to anything she does. She's great.

Mark Scranton responded you guys have anything?

Jeff Entler responded we have a pretty good list.

Mark Scranton responded you guys got anyone else in mind?

Jeff Entler responded I am with you I remember we had a pretty good short list left when we looked before. There's a lot of value look at that. Mark said yeah.

Carolyn Wagner responded do you know anything about Dr. Minnaganti?

Mark Scranton responded as far as I know, nothing's changed with his situation, I mean.

Brandi Binkley responded I haven't been notified of any change.

Jeff Entler responded yeah, I've, I've spoken in length a few weeks ago, and he's going to maintain his residency in Macon County. He's working at Sarah Bush part-time and doesn't have any plans.

Carolyn Wagner responded he wants to remain on the Board?

Jeff Entler responded absolutely does. He started out by saying that that he was going to maintain his residency in Macon County, and he wanted to stay and that he has no plans to move at present.

Mark Scranton responded so if Debbie, you would talk to Marcy and Dr. Smith if you'd talk to the other doctor and try to get something formal in writing.

Debbie Hill responded is there just one position or two?

Mark Scranton responded there is just one. Yeah, as of right now yeah. Their interest, Brandi's actually got a form that we can get to you guys to fill to have filled out that's a little bit more detailed in terms of giving the information that we're looking for. If you would email that to them, just email if I just email it form to everybody, and that way we've all got it, and that way if we have a need arises for it, we got it. Brandi said okay.

Discussion and Approval of BOH Email Addresses on Website

Mark Scranton responded okay discussion approval of Board of Health email addresses on the website.

Brandi Binkley responded so basically, we just need to know from the Board, do you want your email addresses on our website where there have been people asking what your contact email is? It's not posted right now, and I just wanted you to be able to make that call rather than making it for you, that's all.

Carolyn Wagner responded you mean our official Board of Health not our personal?

Brandi Binkley responded your official Board of Health email.

Mark Scranton responded I have no problem with it. I just want mine to work.

Brandi Binkley responded is it not working?

Mark Scranton responded no; I've had nothing but trouble with it.

Brandi Binkley responded have you let Evan or Luke know?

Mark Scranton responded well, I haven't had the chance to because there's a ton of meetings over, and I know there's a couple of other people that brought that up too, that they had issues, but I don't think anybody else currently has an issue with it. Debbie does. Debbie said Debbie always does. (Laughing) Mark Scranton continued by stating that's something, that's something I've done before, because I have one, if people start emailing, I don't want to have that. Brandi said, so wait until next month? Mark continued so, let's work on that next month? To get that stuff ironed out, hopefully.

Board Education: Communicable Disease Updates

Mark Scranton said okay Board of Education Communicable diseases update.

Brandi Binkley

Okay, I just have a few things under. The first would be and I did let Mark know, but I wanted to make sure the rest of the board knew. If you have anything that you want to add to the agenda for the January or February meetings, those packets will have to go out early because of holidays that line up in that time frame. So just a heads up for that. Just wanted to remember the thank you card. Another thing, just COVID update, I know I've been asked about that you probably all have seen we've got some numbers going up, respiratory illnesses, a lot of influenza creeping up, trends with COVID creeping up, hospitalizations. You probably already know that, but I just wanted to touch on that. And we have moved to the medium community level, which is the number or the level that people can use in the community to make decisions if they want to take some kind of prevention measures. And then high community transmission, that is a number for the healthcare facilities. Another thing I wanted to touch on was security. I just wanted to give a thanks again to the board for supporting us having security here. I do continue to think that that is important and appreciated by the staff. And I don't know that this is something you'd want to know, but in case you hear about it around the way, I'd rather tell you now, but we did have somebody put jacks out on one of our vehicles. They were noticed Friday night. One of our staff did remove them, took them home, and then the gate was locked, and a new set of jacks was placed sometime between Friday evening and Saturday at 03:00 to jack the vehicle up.

Cody Parks responded what do you mean jack?

Brandi Binkley responded there was something funny going on. And our staff did notice a couple of weeks ago or so that there was a hole cut in our fence over there, this gated locked area. So that has been patched. That patch is still in place over there. Cody Parks asked if there were lights over there. Brandi responded we have a list of things we're talking to the building commission about tomorrow at our monthly meeting to ask if they can kind of increase the measures that are being taken over there and they've always been really open to helping us with those kinds of things. So, I think that they will. And that's one of the things we have down with lights.

Cody Parks responded we really got lights. we just doubled our size, the lights of our shop, and made them a football field difference so, they are expensive but..

Mark Scranton responded do we have any external cameras in that area at all?

Brandi Binkley responded we do, and all that was picked up on those was some car activity. There was no ability to see any people or really get any specific, but that's what they were trying to do. The tools were even left when county highway came over and the jacks were left on it. So, I would assume someone was planning to come back. So, we're going to work with the building commission to see what else we can do to keep that area kind of off limits and off the radar of people trying to..

Jeff Entler responded so they were trying to take the tires? Several people responded to the catalytic converter.

Brandi Binkley responded they had it cut, they all had it out of there.

Cody Parks responded you go to Springfield where the lots are empty lots or where they park cars. They have a pole somewhere and top of that pole they have a little blue light. It has a camera but that might catch a lot of attention. It has a little blue light and has a dummy camera. But that light catches a lot of attention. People see them lights, and they don't think about cameras, so they see that light flashing. That flashing light deters a lot of people.

Mark Scranton responded with something motion related.

Cody Parks responded that it just flashes all the time. It's just a beacon. That's a blue light. And people see that, and they see that camera right underneath. There's a camera that detours. It helps.

Brandi Binkley responded well, we have a list, but if anybody has any other suggestions, please let me know. Or you can shoot me a text or email or call me, and I'll add those to the list. But I'm sure they'll be very have.

Mark Scranton responded, have you had a conversation with the Sheriff's Department about this issue?

Brandi Binkley responded we called DPD. Mark said did you, Brandi continued to place a report so...

Jeff Entler responded so that lot is back there.

Brandi Binkley responded it's over here on the east side of the building across from Lowber. There's a shed in there and several vehicles, and it's open during the day. Jeff said your vehicles, Brandi replied yes, our vehicles.

Jeff Entler responded two pit bulls maybe, and open. (Laughter)

Brandi Binkley responded so hopefully we'll get some improvement there and they'll leave that alone. We did I can't remember the date, but sometime in 20 or 21, somebody got in there and vandalized several of our vehicles. So hopefully we can do something to get that more protected. Another thing I wanted to let you know, and hopefully I don't say this wrong, so, Mike, please feel free to jump in, but I was at the last County Board meeting, and there was some discussion about possible changes with the way the committees are structured. As of right now, I go to the EEHW meeting that's an oversight committee of ours and give reports. We have to put the resolution through that particular committee. So, I don't know exactly how it's going to change. I don't even know if Mike knows yet, but I just wanted to give you a heads up because it might change the date that we go or what meeting we go to. So, I'll keep you posted. But I just wanted to give you a heads up in case you hear about that. Is there anything you want to add, or did I say any of that incorrectly?

Mike Baggett responded nothing is incorrect. I don't want to step out too far on that ledge because nothing has been really formalized or decided, but I suspect there will still be an oversight committee whether it will be named EEHW or something close to it, it may stay the same. And then there is an open question as to how the process will work. If there's still going to be a need to go to both EEHW and Finance, but that may not change either.

Mark Scranton responded, is that being done because overall Board being downsized?

Mike Baggett responded because from 21 to 15 members, most committees have at least seven members on them. Seven members is almost a majority of the Board now. So obviously the committees the sizes of the committees can and should be reduced consistent with the reduction in size of the Board. And then we have, I believe, five or six standing committees on the Board. If you assign, even if you reduce the size of the committees down to five people, if you have five or six committees, you're going to have a lot of people doubling up and...

Mark Scranton responded you are going to have one individual on three or four committees.

Mike Baggett responded exactly. You know, and there's always the 80/20 rule in play to begin with so, it's just trying to efficiently and most productively use the time of our Board members.

Mark Scranton responded makes sense.

Brandi Binkley responded and then the only other thing I had was Karen Shiflett, our Director of WIC and Family Case Management, asked if she could make a comment. You asked if supervisors had any input about the retention policy and she wanted to know if she might be able to make a comment. Mark Scranton replied sure.

Karen Shiflett responded thank you. Sorry. As you guys, some of you may know, I've been here 28 years and 17 of them as the WIC and Family Case Management Division Manager and I have heard endless comments about the importance of a monetary type of compensation for staffing. And so, I would just respectfully ask you to consider looking at possibly building a new plan for a reward system for years of service to consider the one-to-five-year employees, not just the five year and up. Because we are retaining some employees for maybe a year, maybe a year and a half, sometimes two years,

and then they are tending to move on. So, I just think it could be potentially beneficial to try to acknowledge the ones that at least have made it through a year. And I just wanted to ask a moment of your time to think that one through for us. Thank you. Mark replied thank you.

Brandi Binkley responded that is all I have in communication.

Presentation and Acceptance of Financial Report

Approval of Department Expenditures

Mark Scranton responded okay. Presentation and acceptance of financial report.

Brandi Binkley responded okay; I'm going over this this evening. Sheree asked me to let me know she is at her daughter's Christmas program. The first one I'll go over is the one that would be in your November packet since you didn't have a chance to approve that last month. At that point it was as of 10-31-22, 92% of the year had passed and the ending fund balance was at 7.7 million. Sheree did make note that she is still working with the Auditor's Office to update the accounts receivable. The total revenue on that back page was at 7.6 million and the total expenditures were at 6.1 million. Some of what you see there is at the October resolutions that you voted on were not in the budget yet because they did not get approved by the full County Board until the November meeting. Do you want to vote on that now or go ahead with the December?

Mark Scranton responded give me a minute.

Brandi Binkley responded okay, sorry.

Mark Scranton responded I didn't realize it was in this packet, sorry.

Brandi Binkley responded you have one financial report in each of your packets.

Mark Scranton responded okay, so are there any questions on this one for October?

Carolyn Wagner responded yes. The question I had was the same question as a carryover. I think we talked about it before. Under the Emergency Preparedness, we saw that, that is 252%. Is that 252% of its budget? And we were going to find out why it's so far ahead. We budgeted only \$97,115, and we spent \$244,756.

Brandi Binkley responded so what I have from her is that that does not include any of the resolutions. That would include some of that additional grant funding that we had. So that's why it would appear as if it was overspent. I will go get something very specific from her in writing and have her send it to you. And if all the board members want it, I can send it to all of you. But my understanding is that does not include all of the resolutions that they had not had all been entered yet because they hadn't all been approved at the County Board level yet.

Carolyn Wagner responded so it's going to come down when that gets...

Brandi Binkley responded it will, so the revenue will go up.

Carolyn Wagner responded will go up. I got you.

Brandi Binkley responded because the funding was not yet reflected. There were things that got additional dollars.

Mark Scranton responded yeah if you look at November's statement it jumps up significantly.

Candi Clevenger responded the ratio rate...(some talking at same time)

Brandi Binkley responded no, no.

Bethany Krieg responded is this in relation to the state, too, in order to trust input.

Brandi Binkley responded there was a report. Yes, I do have that note. Carolyn said I see Mark, that's wonderful.

Mark Scranton responded yeah, but that goes way over the other yeah.

Carolyn Wagner responded yeah it goes way the other way.

Brandi Binkley responded we also have we had not yet as of November 30, we had not yet received any payments for the PHEP Grant, which is the public health emergency preparedness for FY 23. We didn't start submitting reports until October when the contract was signed, but we are owed for July through October. So that will also edit that a little bit.

Carolyn Wagner responded okay, got you, thank you, thank you.

Mark Scranton responded okay. So, we want to make a motion. Carolyn replied I make a motion to approve. Mark continued we want to approve that one first, and then we're getting the current one. I think it's the right way to do so. We're going to make a motion to accept the financial report for October. Carolyn made the motion seconded by Jeff Entler, roll call taken, all votes yes, motion carried.

Mark Scranton responded and then we also have expenditures that we need to approve from last month as well. We need to do that before we jump into the one. So, while you're in the packet for October information, we have the vouchers in there for expenditures, does anyone have any questions on either items or not. If not, make a motion to approve. Jeff Entler made the motion seconded by Dr. Jerger, roll call taken, all votes yes, motion carried.

Mark Scranton responded now we will jump back into presentation acceptance of the November financial report.

Brandi Binkley responded okay, all right. So that was as of the November 30, 2022, which is the end of the county fiscal year. So, 100% of the year had passed. You will see on there, the ending fund balance being at 7.3 million. Another thing she wanted me to know a couple of things. She is working, as I mentioned with the previous report, with the Auditor's office on the accounts receivable to get that number adjusted. And then also the number that you see the 7.3 million. That's not completely final, even though that is the end of the fiscal year. The numbers are not finalized yet because they won't be until the auditors have come, year-end numbers are finalized, and all year-end adjustments are completed. So, you won't have that number for some months, but that's basically the estimate at this time. And then on the back page, you will see total revenue 7.9 million. You'll see that that is at 101.7%. One of the resolutions you voted on tonight...we'll adjust that so that it is under the 100% mark and then total expenditure 6.6 million.

Mark Scranton responded to Carolyn's question on emergency preparedness. We went from a big in balance in October to this in November. So, this is showing now that we have a budget of 700,000 for the year. So, we've only spent 36% of it. So how do we go from \$700,000 budget in November? In the previous month, it was only 97,000. That can't all be through grant changes, can it?

Brandi Binkley responded that is reflected from those resolutions from the addition, yes...

Mark Scranton responded oh, really, that much?

Candi Clevenger responded it looks like there's \$900,000, guess that is part of the answer.

Mark Scranton responded so we got that much grant money and we've only spent 35, 36% of it for the whole year.

Brandi Binkley responded that would be so first, specifically in the emergency preparedness line, and that was where we talked about if we don't spend all of a grant, then we don't get all of the funding reimbursed. So, it's not something that we would have basically sitting in a pot afterwards if it is grant funding. But yet there are some grants, some of the more COVID specific grants that we are underspent on, where we haven't had as many expenses as we thought that we would.

Candi Clevenger responded will that money have to go back?

Brandi Binkley responded because it's reimbursement-based, we don't have it all. We get a percentage paid at the very beginning and then the rest of it is reimbursement based when we turn in our reimbursement certification at the end of each quarter with that report.

Candi Clevenger responded so the revenue is only recognized when we get them. We're actually just supposed to get correct, not full.

Brandi Binkley responded yes, correct.

Mark Scranton responded so we got almost a half million dollars sitting there. Where is this going to end up becoming a debit or credit or refund or what's going to change with that?

Brandi Binkley responded no; it won't be a refund. So, if we budgeted that we were going to have \$500,000 that we would be spending, for example, and we only spent \$200,000, then we wouldn't ask the state to reimburse us for the other \$300,000.

Carolyn Wagner responded we don't get some money ahead of time then.

Brandi Binkley responded we usually get a small percent. 25% when you sign the grant is executed and then the rest will be reimbursement.

Mark Scranton responded so this is just a figure on paper then.

Brandi Binkley responded just for the budget, yes.

Carolyn Wagner responded I have a question though, and hopefully it relates to this. I think it does. Where are we at on investing that money?

Mark Scranton responded we put in a money market.

Carolyn Wagner responded it is in there now. Mark said yeah.

Mark Scranton responded the treasurer did it, that is what we directed him to do.

Carolyn Wagner responded okay. Well, I thought. Mark said unless we wanted something more aggressive and then that's another discussion, we'd have to have with the Finance Committee. Carolyn responded no, no, no I just..

Jeff Entler responded my memory was it was, it was pretty conservative what they did.

Mark Scranton responded yeah, but the rates are going up on everything. Jeff said yeah they have. Mark continued so it'll continue to climb on its own.

Carolyn Wagner responded okay.

Mark Scranton responded based on what the bank does with the market.

Carolyn Wagner responded perfect.

Mark Scranton responded and that's basically..

Carolyn Wagner responded can we start getting statements about how much interest then?

Mark Scranton responded yeah; we probably won't see anything significant on that. What do you think, Jeff, for at least at least 90 days before you go to see anything to really talk about? Because over the course of the year we're talking potentially \$150 \$120,000 to \$150,000 based on the current rate. So, until it gets in there for a while, you're not going to see anything.

Carolyn Wagner responded we'll start seeing it all here. It will be reported to us. When?

Brandi Binkley responded I honestly do not know because I haven't been in that conversation, so I don't know how that would work.

Mark Scranton responded Mike, how would that work? We request some kind of a monthly update from the treasurer, what the Health Fund balance is with the interest off that account or how do we want to proceed getting that information?

Mike Baggett responded make a request, give him enough time to prepare the report. You'll have to reach out to the bank and obtain it. But it's just a matter of making the request and getting it to...

Mark Scranton responded I don't unless, unless anybody feels real strong about it, I don't really feel a need to add more stuff to the Treasurer's plate, that maybe we ask him to give us a quarterly report.

Carolyn Wagner responded that would be great.

Mark Scranton responded I think that would be sufficient. What does everybody else think? I think we get quarterly report, just kind of keep our eye on the ball and see where we're going. At some point we may say, hey, we want to take some of this and do something a little bit more aggressive with some other, other vehicles. We can get a little bit better return on our money because it is a lot of money. Especially we're talking about maybe doing some other programs here. Carolyn said right, right. Mark continued that right there could more than fund that.

Carolyn Wagner responded that make me feel comfortable, yes. Cody said are we allowed to break it up into quarters. As in do, or half and half but move half of it in and leave half of it in....

Mark Scranton responded we can do whatever we want. Cody said, can we? Mark continued that's what the Treasurer said. Yeah, they got some stuff in some different funds. I know one individual I talked to, he said you can get into some treasury notes that cycle through it. But his recommendation was, he said, take a percentage of the money and drop it so much per month over a period of time. That way when you have put so much in what your last deposit is going to be, the first one will be coming out. And that way it's still pretty fluid. There's not, there's not a lot of in hindrances with taking that money out if we needed to, but it gives us something that is pretty much no minimal risk there with that. But then that way we have a little bit of flexibility, but we definitely get a lot higher return on it, for sure. So, they get some programs a lot that's got to be done through some programs that the state has got set up that are kind of predetermined on what governmental bodies can do with tax money, how they, how they can utilize it from an investment standpoint. So, there are some guidelines and restrictions in order to be able to do that. But we do have some other options, and we can ask him to come to one meeting and explain to that a little bit more in detail. It might be beneficial for

everybody. So, I'll talk to him and see maybe we'll get him, like, January, February and enlighten us a little bit, but it's good to know. Okay. All right. Now we have to do review approval of department expenditures for this month. Brandi said we need to do financial reports. Mark continued with oh, sorry, I thought we already we got sidetracked. Okay, make a motion approve the financial report that's presented for November. Carolyn Wagner, I make that motion, Susan said I am sorry I didn't hear who seconded, Mark continued Dr. Jerger did, Dr. Jerger seconded, roll call taken, all votes yes, motion carried. Sorry, I didn't hear who seconded.

Mark Scranton responded okay. Review approval of department expenditures. Anything important we need to know on this for November Brandi at all?

Brandi Binkley responded I don't think so.

Mark Scranton responded okay, need a motion to approve. Jeff Entler made the motion, seconded by Cody Parks, roll call taken, all votes yes, motion carried.

Jeff Entler responded okay; I do want to go backwards a second. I had a note on here, but why do we show an expenditure says client bug treatment for Orkin?

Brandi Binkley responded that would be through one of our programs that provides that assistance to clients for issues they're having. It would have been somebody that had a pest control problem.

Jeff Entler responded somebody's residence, right? That is kind of what I figured but...

Grant Applications for Review and Approval

Mark Scranton responded do we have any other grant applications to review?

Brandi Binkley responded we do not.

Department and Division Reports

Mark Scranton responded okay. All right. Department division reports. Do you want to do anything over in your administrative report at all?

Brandi Binkley responded nothing that I can, nothing

Mark Scranton responded okay; then we will give Ms. Wade the floor, do her presentation.

Division Presentation – Environmental Health and Emergency Preparedness

Kathy Wade started her presentation with well, for those that are new. My name is Kathy Wade. I've been at the Health Department a little over 18 years now. I do have a what is called an REHA, RS, which is an Environmental Health or Registered Environmental Health specialist registered, registered

standard, Specialist Sanitation through NEHA, which is the National Environmental Health Association. It is a nationally recognized certificate throughout the US. And then I also hold my LEHP, which is a Licensed Environmental Health Practitioner through the State of Illinois; that's only Illinois state license. So, for both of these, there's a lot of knowledge that's needed on all types of different environmental health programs, from swimming pools, to sick buildings, to pest control, to food safety to septic to you name it. So, I do have all of those licenses and certifications. I wasn't going to talk about our core programs, because I think our core programs, food, well and septic, we talk about those quite a bit throughout the year. So, I wanted to draw your attention to our other programs that don't necessarily get as much highlights, I guess, would be the word to say. So those would be our tanning facilities. So, we do have six facilities still in Macon County that do have tanning beds for a service. So, I used to say for a fee, they needed to be licensed, but now I have an apartment building who has a tanning bed for their tenants. So, I do go out and do those inspections. They get inspected once a year. Things that we're looking for is paperwork to make sure that they're not tanning at that facility more than once in 24 hours. We do have a few ladies in Macon County that are addicted to tanning beds, and they will go to three or four different facilities within one day. I can't stop them from going to a different facility by the way that the state code is written. I can just say, you can only tan at this facility one time within 24 hours. I'm looking to make sure that they're using sanitizer. When I first started, we had a gym that had tanning beds for their clients, and they were just spraying them down with water and then we had a huge outbreak of ring worm. So that was a timeline to do so. Sanitizer I wear bulbs again, when I first started, we had an individual who had a big sign out there that said, medical grade bulbs. Tanning is safe. And what he had done was go get bulbs that were used for, like, eczema treatment and put those in all of his tanning beds and everything was safe. So, I embargoed all of those beds. So that's our tanning program, body art we currently have Carolyn said so sorry. Kathy continued you're fine.

We currently have 20 facilities with approximately 47 artists here in Macon County. We do have one new facility that is waiting. She's not quite ready to open, so we'll be adding one more starting in January, they get two inspections per year. The easiest is there's a state inspection and a county inspection. The state inspection licenses the entire establishment. The county licenses the artist. And where that comes into play is, if you think of most of our shops, we have multiple artists going on. If there was a MRSA outbreak, for example, in that facility, if it was only the state license, the state would say, close the entire facility down. However, with Macon County, the way that our ordinance is in Macon County is that I can pull just the one artist who may be in question, I can pull his license. Let's look at his records, let's look at his types of things and allow this shop to remain open for the other artists. So, it's kind of a blessing for the other artists. However, I still do have the control locally that if I feel that it's more than just one artist to say, let's just close everything down and let's look at everything as a group instead of individually with the artists. So, they get two inspections per year. Things we're looking at equipment, supplies. Most of them are going cordless now, so I don't have to worry about the tubes and the sanitizer. The autoclaves, spore test results, again, sanitizer with that, and of course, also paperwork making sure that they're old enough with body art there is also piercing. So, we have some places that don't do any tattoos, but they do piercings, body piercings. I also handle complaints. We have a complaint right now on a facility that should not be piercing noses and up in the cartilage. They don't have a license, but they're doing that. We're seeing a lot of high infection rates. You have to go out and handle that one. And then we have a lot of microbladers now. And those are the tattoos. So that seems to be extremely popular; tattooed eyebrow. So, we have lots

of just maybe one person in a shop doing microblading. I think we're going to start seeing some new techniques coming out, possibly. And I'm really hoping that between IDPH and Illinois Department of Professional Regs, they put a little bit of a hold on some of them so that you have to be a licensed doctor to do some of them. So that's body art.

Vector control, that's something that Rachel and I do together. I am a licensed pesticide applicator in the State of Illinois through IDOA per this grant. So, this used to be called the West Nile Virus Control Grant. Now it's a vector. So, we still do our bird collection. We still do all of the education with the mosquitoes. We still contract with making mosquito abatement. But now we also do, like, bedbug complaints. We, of course, don't have the funding to go out and handle them, but we try and do our best to educate. We work with other agencies within Macon County where prior to COVID we had what was called the BBC, the Bedbug Committee that involved the city of Decatur, Decatur Transit, Decatur Housing Authorities, the daycares because of bedbugs, and they still are a huge problem in Macon County. IDPH says that because bedbugs do not transmit disease, there's no funding for them. So, we have individuals that are living in their own homes, in their own apartments, that they don't have the funds to treat bedbugs. And it really is heartbreaking when you hear the stories and the people calling in and they tell, you know, I can't even sleep at night because I'm afraid to shut the lights off. They were going to come out, they're going to give me, or you see their kids come in with bites just from head to toe with them. So, we do our best to do as much education as we can and try and refer them to different agencies to possibly try and get some assistance. But that, Vectors is a lot of education than anything, and then we still do Smoke-Free Illinois. So, every restaurant inspection, every inspection that we do, whether it's a body art, attaining a restaurant inspection, we record whether or not we see somebody smoking, see an ashtray, see signs of smoking, we cannot go off of the smell of smoke. We learned that a long time ago when it first started. So, if, let's say a restaurant inspection, they notice an ashtray filled with cigarettes or they notice somebody physically smoking, they write it on the inspection form. They go over that during the exit interview. When I get the report and I review it, I then issue a citation. So, the first one, of course, is \$250. As you guys can see in my board report, we've had one open citation, I think since 2016. The person has requested a hearing, and State's never given us a hearing date. So, Marisa and I work on Smoke-Free Illinois, and we ask all the time on that about, hey, what are we doing with this one? And there's never an answer. So those are the basic programs that we do, besides our core, which is food well, septic closed as well for Environmental Health. Emergency Prep, I've kind of already talked about that one when we talked about the resolution. One of the basic things that we want to do, of course, is not only bring CERT back, but also increase our MRC group, which is Medical Reserve Corps. We saw a huge surge in that when pandemic first started of student nurses or retired nurses, or retired doctors really wanted to come in. We'll help the large vaccine clinics. We used our student nurses quite a bit during our vaccine clinics. We saw a huge surge because when a pandemic, the community wants to help and they want to be there, and they want to be part of what happened, and I was part of this, I helped vaccinate X amount of people. But now that the pandemic has gone down, our numbers are going down. It's very hard to keep volunteers engaged and keep them interested and keep them coming back when at this point, I don't have the time to bring in specific trainings for them to where they want to stay with us. So, whether it's something like breeding the Red Cross in to do CPR training. Recently we've just did the shelter fundamental class with all of our staff through the Red Cross, so they kind of know more about sheltering in place now and how to set that stuff up. The ability to be able to do that more within a full-time Emergency Prep Coordinator is going to be huge, and I really hope that will

bring in some more MRC and keep those active. Also bringing in more community partners because they think we need to get out there in the community to let them know exactly what we're doing. And that's one thing I hope that the new hire will be able to really do. So that's both of them in a nutshell, as quickly as I can.

Carolyn Wagner responded may I ask a question?

Kathy Wade responded no, you may not.

Carolyn Wagner responded I've recently become aware that some salons, and I'm not saying here in Decatur, but some salons, spa type of salons in Central Illinois are doing something called Quench IV and they're actually administering IV drips.

Kathy Wade responded that is correct.

Carolyn Wagner responded are you dealing with that?

Rachel Deerwester responded I heard this, it blew my mind, it blew my mind. What in the world? All we've done is Google it, I mean, you're not seeing..

Karen Shiflett responded it is what's happening in Texas. I just had a grandchild get one of those IDs.

Kathy Wade responded yeah; so you just basically go into a Starbucks coffee and say, hey, I ran a marathon yesterday and I need some extra electrolytes. And boom they put an IV in you. (Several talking at once)

Carolyn Wagner responded its approved, I like Dr. Jones's rejuvenation blend. I'll have that, please.

Kathy Wade responded yeah. So luckily that's not me. But...

Carolyn Wagner responded well who is it?

Kathy Wade responded so, it falls under Illinois Department of Professional Regulations. And we saw that for one of the businesses that came into town. We were looking at some of their other locations in Central Illinois and I went over to Rachel, and like Rachel, this is not going to happen in Macon County. So luckily, we know that this one is not happening here. But I did reach out to Illinois Department of Professional Regs, and it's kind of the way that they explained to me. It's the same as anybody that is a phlebotomist that they can just basically go to center for training. And that's all you're worried about.

Carolyn Wagner responded no, no, so IDPR has no problem with this?

Kathy Wade responded from when I contacted them. How long ago was that?

Rachel Deerwester responded it's been a couple months. It doesn't make sense, though, because Carolyn said it's horrifying. Rachel continued you don't have a pharm system order. You don't even have a physician's order, we can't even give a flush without an order, though.

Carolyn Wagner responded you could have somebody in there with cardiomyopathy yeah. And throw them completely. Mark said she just lost me (laughter) Carolyn continued I mean, it's horrifying. Rachel said yeah, imagine if they already have a high potassium rate and we gave a banana bag. Carolyn continued all we can do is just keep our eyes and ears open. Is that what we're hearing?

Kathy Wade responded yes, and what I will say, kind of with some of the previous complaints that we get when it comes to not our jurisdiction but more of a Department of Professional regs, is as soon as I can get enough detailed information to be able to send a complaint over there, I do. And they are fabulous about responding back to complaints. I'm going to say within a week. I don't think I've ever had one that's been super, six months out going, hey, I just wanted to follow up on this. They are really good about it.

Carolyn Wagner responded but if I have a problem with the concept that they are even okay with allowing this, I would just go and call them and do a general concern.

Kathy Wade responded I would think so.

Dr. Jeff Smith responded absolutely.

Cody Parks responded wow.

Carolyn Wagner responded this is horrible.

Kathy Wade responded yeah. I look at it like.. Jeff said they are getting their supplies from somewhere. Mark asked where they get their supplies to start with. (Several people talking at once). Kathy continued we call in the body art world, we call those that are tattoo artists at home, we call them scratchers. And they're like, oh, where did they get their equipment? You can go to Amazon.

Carolyn Wagner responded they are also giving Botox injections these places too.

(Several people talking at once).

Mark Scranton responded slam and Quench down IV use.

Kathy Wade responded yeah, I say.

Jeff Entler responded what is the term again?

(Several people talking at once).

Carolyn Wagner responded \$140 for a Myers Quench IV cocktail.

Jeff Entler responded, where's that at? Where's that at?

Carolyn Wagner responded it's at this quench iv spa. Jeff Entler responded god. Carolyn continued .com

Mark Scranton responded so you could buy it as a complete kit right now.

Kathy Wade responded just so you know, if you send me out on a complaint like that, I'm going to be on the floor. So, we need to send Rachel.

(Laughter by several members).

Rachel Deerwester responded I don't know what I'm going to do. I will tell everyone I can because.

Kathy Wade responded we'll just send both of us and she'll just prop me up in the walls.

Rachel Deerwester responded Kathy loves needles.

Dr. Jeff Smith responded I know some general surgeons that do that and have IV places where they'll give IV fluid.

Rachel Deerwester responded I think I would trust a general surgeon though.

Dr. Jeff Smith responded not something that's not being supervised by a physician, I mean, I've never heard of that.

Carolyn Wagner responded I couldn't believe it. (Several people talking at once). Carolyn Wagner continued by stating but if IDPR says, well, as long as they're phlebotomy trained.

Dr. Smith responded yeah, but if somebody like, decided to give them the wrong concoction...

Carolyn Wagner responded or you give it too fast because too many fluids over a short period of time.

Rachel Deerwester responded phlebotomy training is just sticking them with a needle not doing any of the rest of that.

Carolyn Wagner responded yeah, exactly. Not into things. Okay. So, that is on my list.

(Several people talking at once).

Mark Scranton responded okay; back on the tracks again. I have two things for you. Number one, I want you to give us a real quick update where you're at with your, your electronic record keeping. Are you 100% on board with that? Is it making progress?

Kathy Wade responded we are doing great. The actual digital company is doing great. It is the financial software that we use here at the health department that we've been on a hold for I can't tell

you how many weeks. And unfortunately, today we were supposed to have a meeting with them, but we had no Internet or phone, so we couldn't have a meeting with them. The problem is all paid system, which is what we use for credit card payments. They didn't want to give the digital system the authority to integrate it into there, even though it was a long story. Currently we have paperwork over at the Treasurer's Office for them to fill out, giving us the approval on our side for them to do this.

Mark Scranton responded so is that for businesses that want to pay the credit card instead of a check?

Kathy Wade responded yeah, so that is let's say we go out and we issue a priority violation, and we have to go back and there's a \$75 fee for us to go back. That facility would be able to go to our website and pay that invoice right then and there with a credit card and then it's taken care of already. Where it is really concerning is when it comes to the reopening fee for any closure, because there's a \$250 fee. So, let's say we close them on a Friday afternoon, and they want to reopen on a Saturday. Well, we don't take money in the field, we don't take cash in the field, we don't take checks in the field, and we're not going to take it on a Saturday when we have to hold on to it and become liable for it until Monday. So having the ability for them to go online automatically and pay right then and there, and then it will shoot an email to me or to Sheree or just whenever we decide going, yeah, Mark Scranton has paid that and then we can continue with that process.

Mark Scranton responded okay.

Kathy Wade responded so then we also have another conversation with them. We are meeting weekly; every Thursday we meet. And then our goal is to go live in January. That our goal.

Mark Scranton responded and on the very front of your report for this last month, you make reference to salmonella investigation and you go through this whole thing by counties findings, everything else, and you get down to Macon County, kind of explain a little bit what 34 close contacts means because it says, I see a local establishment in parenthesis here.

Kathy Wade responded so, a local establishment was implicated. Two of the cases that were here in Macon County report eating at this local establishment the exact same day. So, we went out, we did a full review of policies of not only their sick policy, thinking that maybe an employee was sick and brought it in and then transferred it, of course, or was it actually a product that they received, a bad product. So, the facility in question was absolutely wonderful to work with and especially for the large number that we were talking about when we started looking at employees. So, the close contacts were individuals that worked on the specific day that the two cases confirmed meeting there. Every single one of those people had to produce two negative stool samples for salmonella. Part of our problem was that some of these individuals were still symptomatic, some were not. So, if you were symptomatic, we said, okay, you can't even go to work until we get the two negative samples. Those that were not symptomatic, they were left to work while they were providing those negative stool samples. IDPH limited us on the number of stool samples that they would accept from us. Then that facility or that establishment had to find someplace locally to do all of this testing on their short turnaround time. But ultimately, I think close to 100 employees, 7500 employees were called, and interviews were done. So, kudos to every staff member in this building who made phone calls for

interviews because it took all of environmental, we had some nursing, we had some WIC. We had anybody that had a phone, guess what? Here's the piece of paper. Start calling and asking questions, because we had a very short turnaround time to get all of these people called and interviews done.

Mark Scranton responded so it wasn't a lot. Throughout the rest of the state, we had a lot here. So, I mean, did you determine it was an individual or was it a food product that caused it?

Kathy Wade responded CDC closed it. Mark said okay. Kathy continued I don't know, I mean, really, that's about all they said was CDC closed us and IDPH said okay.

Rachel Deerwester responded the way that they were going about it, though, it looked like it was food-related because it came in different communities.

Mark Scranton responded right.

Rachel Deerwester responded I mean; I can't tell you that for sure.

Mark Scranton responded they didn't trace it back to anything specific then. Rachel said no one specific lot number on their card that did that?

Kathy Wade responded no, and then even if you look at the facilities that were in question, I mean, it's pretty much any place that sold hamburger or chicken you can imagine. I don't think that they could actually pinpoint the exact cause of this one and it was pretty specific genes and species of salmonella. So it wasn't just like a temple, it was just E. Coli. It wasn't something like that. It was a lot of man hours.

Mark Scranton responded that's all I had. Anybody else have anything for Kathy? Okay, thanks for your time.

Employee Recognition

Mark Scranton responded okay, last thing, since you could already gone over that presentation. Employee recognition you will find in your packet, we have several individuals with December anniversaries, talked about the anniversary tonight and thank them for years of service.

Closed Session

Adjournment

Mark Scranton responded and that being said, unless anyone has anything else I motion we adjourn?

Kathy Wade responded we have a question, are we allowed to go out the new doors now, or are they locked, locked?

Brandi Binkley responded you can go out and still.

Rachel said okay. Kathy said we just started thinking about that. We've been questioning that back here for a while.

Brandi Binkley responded you're good to go out?

Meeting adjourned at 7:06 PM

Respectfully Submitted,

Susan Hertel
Administrative Assistant

President: _____

Secretary: _____

Date: _____