

Macon County Board of Health Meeting
Macon County Health Department WIC Conference Room
1221 E Condit Street, Decatur IL 62521
July 19, 2022, at 5:30pm

Mark Scranton, Board of Health President, called the meeting to order at 5:32 pm. Good evening, everybody. I would like to call the meeting of the Health Department Board, Tuesday, July 19, 2022, to order. Can we have roll call please.

Roll Call

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

Health Department Staff in Attendance

Brandi Binkley, MPA, SHRM-CP, CPHA, Public Health Administrator
Sheree Zalanka, Chief Financial Officer
Susan Hertel, Administrative Assistant
Evan Trimby, IT Support Specialist
Luke Leach, IT Support Specialist Assistant
Rachel Deerwester, Director of Clinical Nursing Services
Teresa Smith, Director of Starting Point
Marisa Hosier, Director of Health Promotion and Public Relations
Kathy Wade, Director of Environmental Health and Emergency Preparedness

Public in Attendance

Mike Baggett, Assistant State's Attorney

Approval of Agenda Topics

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

Mark Scranton stated he would like to get a motion for the Approval of Agenda Topics for tonight if there are any changes or additions? We do have one change that Brandi made me aware, she's asked to move up Sheree Zalanka's Division Report Presentation, which is farther down your list, almost the end. She's asked to move that up to the beginning of the meeting, so we'll do that. Does anybody have an objection to that? If not, we will ask for approval. Dr. Bret Jerger made the motion to approve the Agenda Topics, seconded by Jeff Entler, roll call taken, all votes yes, motion carried.

Public Comment

Mark Scranton asked if we have any public comments at this time?

Brandi Binkley responded there are none present, and we did not receive any emails.

There were no public comments presented.

Mark Scranton responded okay, do you want to do her Division Report or do you want to do the other items first?

Brandi Binkley replied whichever way you'd like to do it is fine.

Mark Scranton replied let's go ahead and Approve the Previous Meeting Minutes.

Approval of Previous Meeting Minutes

Mark Scranton asked for a motion to approve the Previous Meeting Minutes.

Carolyn Wagner replied there is a typo on page 7 paragraph one, actually about the seventh sentence, it should say mitigation not litigation.

Mark Scranton replied which paragraph is that, Carol?

Carolyn Wagner responded to the first paragraph of page 7. It should be mitigation.

Mark Scranton replied oh, yeah, okay I see. I would concur. We need to get that changed. Are there any other additions or corrections? Okay, is there a motion here to Approve the Previous Meeting Minutes? Carolyn Wagner made the motion and Cody Parks seconded. Roll call taken, all votes yes, motion carried.

Mark Scranton responded okay we will ask Sheree Zalanka to give her presentation now.

Division Presentation – Administration

Alright, great. Okay. My name is Sheree Zalanka and I'm the Chief Financial Officer here at the Health Department. I thought I would share a brief professional background on myself. I have a bachelor's in accounting from Millikin. After graduation, I began working at a local public accounting firm. While I was at the firm, I was able to be part of the team that conducted the audit of Macon County for the three years I was there. So, while I was doing this, I became very familiar with accounting right away and started building professional relationships with the staff at the Auditor's office, a lot of the other departments, including the Health Department. So, after working there for three years, I accepted the accounting position here and then later became the CFO. I have been at the Health Department for twelve years now and have continued to maintain a great working relationship with the Auditor's office staff. I work with them at least on a weekly basis, if not daily basis. So, at the Health Department, I supervise our accountant, two administrative assistants, and our two IT employees. I prepare, update, and monitor the Health Department's budget, as well as supervise the preparation of payroll, accounts payable, and accounts receivable. We are part of the same financial system used by the County. However, we prepare our own payroll and accounts payable here. But the Auditor's office prints the checks, so we work along with them on those tasks. Then we pick up the checks and distribute them accordingly. I'm also very much involved in grants management from the start of the grant application and the budget submission all the way through the monthly fiscal reports, close out reports that are required. We typically have between 40 and 50 grants or projects every fiscal year. Employees in the administration division are also responsible for procurement of all the orders for the Health Department, onboarding and off-boarding employees, as well as helping these board meetings run smoothly. Our IT staff keep all of our equipment up and running on a daily basis, whether it be issuing new equipment or troubleshooting. We often joke that if it plugs in, IT can fix it, although all things that plug in are technically not IT. So, they really don't like that joke. They also evaluate and demo new software such as Digital Environmental and CureMD, which are in your packet tonight. They have also been integral in the recently upgraded phone system and our switch to fiber Internet.

Sheree Zalanka continued then I thought I would share a few challenges that I face. It's difficult to budget with the varying fiscal years that we have. Most of our grant years grants run during the state fiscal year, which is July to June. However, we also have some on the federal year, which is October to September, and then our County fiscal year is December to November. So, it's always kind of a challenge figuring out where things fit in. Working with the state on grants is often a challenge. It's not unusual for them to request a report, turn around in a day, or it's not unusual at all, actually. It happens way more than you would think. Also, everyone knows the financial stability of Illinois has not been the greatest, so there have been times in the last few years when we sit just wondering when we're going to receive payments. Staffing has also been a challenge in administration throughout the past year, but now we've been fully staffed for a few months. Training is time consuming and makes it difficult to get daily tasks completed. But the team's doing very well, and I think we're well on our way to being cross trained throughout the division, and everyone is doing a great job. You're probably going to hear a lot from me tonight. I tried to keep it brief, so if you have any questions for me right now, I'd be happy to answer them.

Jeff Entler responded out of all the grants that you do, how many are brand new and how many are replicated?

Sheree Zalanka responded we probably, if you're not talking about COVID grants, there's probably only about two or three that are fairly new right now. Most of our grants are pretty reoccurring year to year. Our Seniors Division has a lot of little, small grants, which we really consider more projects. Those kind of change up a little bit.

Jeff Entler responded I've always heard there's a real it's a whole different process to write a grant. Some are little and some are big, but there's a lot to them.

Sheree Zalanka replied the division directors and Brandi and Bethany do a lot of the actual writing part, too. I do the budget part.

Old Business

Discussion and Action for BOH Appointments

Mark Scranton responded okay, is that it? Okay, thanks. Okay, old business. I'm going to go over where we're at on the appointment for the vacancy we have right now. I found out last week that this had been put on the agenda at the County Board meeting. I didn't even know what was happening until somebody from the media contacted me to ask my thoughts on it. And I was like, well, it's news to me, because I didn't know if they made a decision or not. Brandi and I talked before that, and there wasn't a name presented on their agenda if I remember correctly. Brandi said yes.

Mark Scranton continued by stating so went to the meeting and was told that they had decided to actually table the appointment. One of the people that had put an application in for consideration, the County Administrator, had not been able to talk to that individual yet, so they asked me for my thoughts on that. And I agree, based on giving you a real brief glimpse of the person's resume, it's one of the people we already had an application for, Miss Butler. She's got a lot of very credible background and stuff, but I didn't get a chance to really read through it in very much detail because she has been asked to provide more information than what was on her application as well as, I think, a couple other people did that same thing. So, they decided to table it and didn't take any action on it. And I called Brandi the next morning to let her know because we kind of went our own separate ways after the meeting. She had someplace to be, and so we didn't get a chance to connect after meeting that night. But I like what I saw in this person's application. She's definitely got some good background concerning health and medical, but we have a couple of other applicants that are probably just as strong candidates. But I told her that I was more than glad to meet with her to have a conversation if that's what the Administrator wanted to do. So, she's kind of taking charge of trying to organize that stuff, which I think is good because they're going through the process to vet people out and make sure the recommendations are good recommendations. So, I haven't heard anything since then, so I don't know what the status is, but I know the plan was to make arrangements to meet with that individual either by phone or in person, have a little bit more conversation about their level of interest in the background and that type of thing.

So that's got postponed til at least probably next month's meeting. I'm assuming by then they will have made a decision on who they wanted to put in that spot. That's where it stands as of right now.

Mark Scranton responded so, we have Board of Health By-Laws, I had another thing for old business. I know we talked about last month that we would revisit again this month in regard to the current policy on masking, and I've been asked by a couple of different people to bring that up again tonight to see if anybody's position has changed in regard to that one way or another. So, I'm bringing that up for the good of the cause, for conversation, if anybody wishes to discuss that again. Dr. Minnaganti is here. Thank you for being here. Would you like to give us a little bit of update on where we're at with things right now?

Dr. Minnaganti responded yeah, Macon County is at medium level now at this point in time, for risk of infection, and then weekly COVID average has gone up, the predominant Omicron that you're seeing is the B.A.5, which is 65% of the infection that you're seeing, which is very contagious, but not as severe, fortunately. So that pretty much drives the mask policy now, because of the highly contagiousness, and also the average is going up all the country and Macon County being at a medium level. So that kind of drives the mask policy. If you go by CDC, they still say that at all levels, especially in an indoor public spaces, healthcare settings, should mask as much as you can.

Mark Scranton responded appreciate that, I also had somebody send me some information that's fairly current. I tell you; I want to start doing my own research today, and they're not getting very good updates out there from CDC or IDPH, neither one on current status as far as guidelines and stuff. But this was sent to me, and it says, under OSHA's rule, does the healthcare setting include part of the healthcare facility, medical office, or building operated by health care provider or health system where there are no patients, no healthcare being delivered? If a healthcare provider or health system has a standalone building where no healthcare is delivered, no patients are allowed to enter it, it would not be considered a healthcare setting. If there is a part of the facility, which this building would fall in that category, where medical where no healthcare is delivered, no patients are allowed, it's physically separated from areas where patients are allowed or healthcare is delivered with walls from floor to ceiling with a door that remains closed was not being used. That space would not be considered a healthcare setting. If individuals are permitted to be in these non-healthcare setting areas without a mask-based covering or face shield, they still must wear a mask-based cover face shield within any area that is a healthcare setting. So, in other words, the interpretation would be that if we entered the building, as we all did tonight, and you walked through the waiting room area, that would constitute a healthcare setting environment, because you're passing through an area that's commonly shared by people with a variety of illnesses and things like that. However, this meeting space being contained in a non-healthcare room, that would constitute a non-healthcare setting. So that's just information I thought I was asked to share by somebody tonight. So, I don't know if anybody has any more thoughts or considerations if we want to stay on the path we're on still right now.

Caroln Wagner responded where did this information come from that you...

Mark Scranton replied this is under the OSHA rule, OSHA guidelines.

Carolyn Wagner replied OSHA's determination, okay.

Mark Scranton replied we got too many government agencies involved in this. That is part of the problem. None of them match, their opinions don't match. Like the IRS you talk to three different people you get three different answers.

Carolyn Wagner replied that's the frustration.

Mark Scranton replied yeah.

Carolyn Wagner responded would we be at a point where we could make it optional in this room? Wear the masks through the building where patient contact could be potentially encountered or have recently been and make it

optional for those who wish to continue wearing masks or do not continue to wear masks in a meeting space. What's your thoughts? What are people's thoughts on that?

Brandi Binkley responded before we go too deep into it, I just do want to clarify everyone. We do sometimes provide services in this room to patients, including but not limited to vaccinations. So, I do think that it would probably still qualify, but I don't mean to stop the conversation. I just wanted to make sure everyone knew that.

Carolyn Wagner responded no that is good information, so this is a clinical space?

Brandi Binkley replied sometimes, yes. When we're seeing more people, or if we would be having a larger clinic event, for example, when we were running vaccination clinics or back to school vaccinations, or if it's flu time, or with COVID, when maybe all of the exam rooms are not enough to serve everyone in this as efficient manner, then yes, we would use this room.

Carolyn Wagner replied would that be on a weekly basis? Would that be on a monthly basis?

Brandi Binkley responded it just depends on the time of the month and what's going on. It varies.

Carolyn Wagner replied do you know is it on the day that we meet?

Brandi Binkley responded sometimes it has been, yes, but not every single time that we meet. And then my other thing I would say is I don't know if Mike can even speak about this without having a chance to research it, but there is an OSHA ETS that we have had to work with some of the rules that we've had to follow. So, I would definitely say, a lot of decisions that we have made about masking and mitigations as a healthcare facility have been based on that. And so, I do just want to make sure again that we're following that, so we don't subject the organization to any kind of liability with that.

Carolyn Wagner responded so basically, legally OSHA is really who you would as an organization need to answer to. Am I correct the rest are just simply guidelines, whereas OSHA has mandates?

Brandi Binkley responded, Mike is there any chance you would feel comfortable speaking to that tonight or would you need more time to look at things? I don't...

Mike Baggett responded not super comfortable; I can give you generalistics. I mean any employee, or employer organization is going to be in some way, shape or form subject to OSHA regulations. I can't speak at this point with any confidence as to what OSHA's regulations when it comes to masking, how mandatory versus directory they might be, what type of administrative or civil penalties may be attached, or what type of civil liability we might be exposed to if we do something that is in contravention of an established OSHA regulation. So generally, I will say that as a public building, as a workplace, and as a place of public accommodation where we welcome members of the public into the building, we certainly are regulated to some extent by OSHA as well as various other entities and would be subject to the regulations that I can't speak at this time as to what those regulations actually require in this juncture.

Mark Scranton responded that this guideline is referring to active activity going on in the building. So, I mean, we come in, there's nobody in, but that area is used for that. I don't know, that's kind of a gray area, I suppose. What is the rest of the county doing currently? Courthouses. The county building, what are they doing?

Mike Baggett responded I know in the courthouse there is no mandate in terms of wearing a mask, and social distancing is encouraged. I think that if people are positive or in a situation where they are supposed to be quarantining or isolating, that's a different situation. As to the stringency of the enforcement mechanism, I can't speak to that. And I think that the county building is generally on the same wavelength. But I couldn't again speak with

authority as to exactly what their policies and procedures are because that's something that's being implemented by the presiding judge's office and the sheriff.

Mark Scranton responded yeah, I know when voting was going on, nobody was enforcing that or had any kind of signage, or at County Board meetings either.

Mike Baggett replied right. I think with the absence of an executive mandate from the governor's office that there be masks in public places, I don't know that there's any legal requirement for public buildings that are not healthcare in nature to have any type of requirements people mask or socially distance. I think it's encouraged, but I don't know that's there's any absolute mandate.

Candi Clevenger replied there are also CMS mandates for people that bill Medicare and Medicaid.

Mike Baggett responded I mean; I think Clevenger brings up a good point. It's not just OSHA. The CTS that you're referring to with OSHA. Whether it's applicable here or not. OSHA is not the only entity that we would be subject to the regulatory authority of.

Mark Scranton replied that's the problem - you have too many people telling you different things.

Mike Baggett responded you have them in the federal government and the state government. So, for me to be able to sit here and tell you what you can and can't do, there are simply too many permutations and a lot more research that would have to go into being able to answer that question with authority.

Carolyn Wagner replied to Candace, do you have to have them at Heritage Behavior Healthcare?

Candace Clevenger replied yes, we're healthcare.

Mike Baggett responded in terms of maybe saving you a little bit of time and energy tonight I will point out that taking action on this subject tonight is not on your agenda. So, it's not something you could actually take action on tonight. You can certainly discuss it as long as you want, but...

Mark Scranton replied right. I just bring it up for discussion. I was asked, it was under old business from last month. So okay, all right, well, we will keep moving along.

Review of Board of Health By-Laws

Mark Scranton responded to the Health Board review of the By-Laws. I don't know if we're in a position to make any changes or if there's something that has jumped out if anybody's taken the time to go through this? If anybody has any specific things. I know Mike brought up an issue last month in regards to voting, which is under article five. If you go to that, pages four and six. That's one item that we need to see about changing and I have highlighted it on my copy, but not this one.

Mike Baggett responded there is also an issue with the By-Laws with respect to the terms of office and your officers. Terms of office for Board of Health officers is actually set by statute. Now, this is something that I only came across, I think, either during the meeting last month or shortly thereafter. It's kind of hidden in one of the statutes in the County's code, but it is actually supposed to be concurrent with the county's fiscal year, so that's one change that I think needs to be addressed. And I will say that there are things that you may not want to necessarily keep in your By-Laws, things that are set out by statute shouldn't be covered again by the By-Laws because you introduce an opportunity for the general assembly to make changes that are preemptive, and then you have By-Laws that you think you're supposed to be abiding by, and you may not be aware of what the general assembly has done or that you're currently in violation of state law. So, when you have a preemptive statute, I generally advise to leave, refer to

the statute, operate according to the statute, but don't try to repeat what the general assembly has said in your By-Laws, because you're just asking for trouble when they have all the power, and they don't necessarily keep you informed of what they're doing.

Mark Scranton replied I cannot find the thing about the voting. Brandi Binkley said is it under officers, Mark? Mark Scranton then asked if it was under officers? Brandi Binkley said yes. Mark Scranton said okay. Yeah. Section B of article four, nominations from the floor may be made at the meeting. More. It's on page three, section B at the bottom, it says if more than one candidate is nominated for a given office, a paper ballot and be used, and which will be counted, reported by the tellers committee appointed by the president. So that needs to be stricken.

Mike Baggett responded, definitely, it's illegal.

Mark Scranton replied yeah.

Mike Baggett responded this is something that I had mentioned at the last meeting in terms of doing a more thorough review of the files and trying to catch some of these issues. I did not find the time between the last meeting and this meeting to present or prepare any type of presentation for the Board. I will try hard to get that before our next meeting, but it is something I'm working on. I just haven't finished it yet.

Mark Scranton responded okay, so based on that and the fact that we've got a committee to look at this stuff too, let's table any changes on the By-Laws right now, because my preference would be we do this collectively instead of piecemeal. I think that would be much better, more streamlined to do that. That way we can make the changes, recommendations that Mike comes up with or anybody else has that they want brought up. And we can put that stuff in more detail for next month's meeting and break it down by anything that you come up with, Mike. Let's make sure we do it by articles and subparagraphs. If we can, try to narrow down as much as possible what currently says and then what preferences might be best for making the proper changes.

Mike Baggett responded my tendency is to do a red line where I will either convert it into a Word document. Brandi may have it saved in an editable document. I tend to keep the PDFs on my own. So, Brandi, if you could email me an editable document, but I redline it, that way you will see the strikeouts and the additions clearly in terms and any comments I might have.

Mark Scranton responded okay, great. I think that would be good. Anybody else? Comments? Okay.

Brandi Binkley responded at the last meeting, I know you did ask everyone if they had changes to send those to me and I didn't receive any, just so you know. Mark Scranton said okay. Brandi Binkley then continued and stated then just so everyone knows, we do have a Board of Health calendar and we do review these once a year, so I'm sure you read that in the By-Laws, but we do always make sure we run those by legal. So just so you know that will be coming up next year, too.

Mark Scranton replied with, so the By-Laws are in the packet. Please take time this next week, read through those, and if you've got any comments or thoughts on any changes or directions that need to be made, please send those to myself and Brandi. And we can make sure that Mike gets those also, so that way he can look at anything we're seeing that needs to be changed. Okay, update on not sure where it is at in the packet if you have anything. Update on Popeyes.

Update about HZ Ops – Popeye's

Brandi Binkley responded there is not a document in the packet.

Mark Scranton responded I asked Brandi to check with staff to see what the status was since they were there last month and kind of get an idea what her intentions are going forward.

Brandi Binkley replied, and Kathy is here. Mark asked for that. She had just in the last few days before that already met with them and spoken with them. So, Kathy will be able to update on that meeting.

Kathy Wade responded I did go out to Popeyes on July 12 and that was at 09:00. There were a lot of different teams there, like a contractor team, an architecture team, a management team. I went into the lobby. That was as far as we got. They definitely have their work ahead of them. Pretty much all of the glass has been broken out. The building just looks like it's been ransacked throughout the whole building. I wasn't allowed in the back because there were some apparently some dangers that they didn't want a non-Popeye employee going to. So, I didn't go back there. We sat up front. We talked. I went over the plan review process of what's going to happen, along with not only would we do a plan review process, but we're also going to add some additional stipulations like what we did with Whit's for them. They had no problems with that. I asked them, hey, what about the equipment? Are we getting brand new? And from what my understanding is from watching the meeting a couple of times, they stated that they were getting new equipment. They are not getting new equipment. They are going to try and repurpose all of the equipment that's been in there this whole time. I told them that as long as it's working, it's maintaining temperature, it's going to manufacturers recommendations. I can't force them to go new, but I would strongly suggest that we make sure that I would strongly suggest that we go new or at least make sure that this is all working. We talked about they are making this a training hub for Macon County. I asked to see those policies and procedures to show me what their training is so I can make sure that our stipulations meet with them. I kind of don't want to reinvent the wheel if they're already going to be doing temperature calibrations and that kind of stuff. I don't want to reinvent the wheel. They said somebody else has to email me that, but they don't have that documentation and I haven't heard anything back from anybody at Popeye's since then.

Mark Scranton replied did you read through the minutes from last month's meeting to see the conversation about what they said they were going to do?

Kathy Wade responded yes.

Mark Scranton responded okay, so they're already changing their mind that they're not going to buy a new equipment then, because they made it sound like there's a lot of missing components that they install to rob Peter to pay Paul and had been moving stuff around. Obviously, the stuff has been sitting there for what, three years now, non-operational. Kathy Wade said yes.

Mark Scranton continued and stated so I would have concerns about them starting to change what they came in and sold us on. But I mean we kind of gave their blessing to move forward for working with you guys based on what they presented to us. So, I would like to make sure that if you see any other significant changes taking place that's not what they presented to this Board, then I would appreciate it if you would keep us in the loop on that. Kathy Wade said definitely.

We don't need to know specific details. But they were talking about this was going to take a year probably to get back on track. And a big part of that timeline was them acquiring new equipment because they were pretty adamant about that, I would think, conversation they had with us. And I'm concerned that they're changing their mind either because they're saying, hey, we got something here, we can get it fixed and we're good to go, or we got to wait a year to get this one piece of equipment to stop it from opening. And I mean I can understand that to a certain extent, but I just don't want them to come in, say, we're buying all brand-new stuff and you go in there and they bought refrigerator and that's it.

Kathy Wade responded so I know that when we were there, they did still say that they were nine to twelve months out, which is exactly what they said during the meeting and that a lot of it was going to be based on how soon that they could get the things that they are ordering in. But again, it's hard for me because I did specifically ask about the walk-in cooler because we had issues with the walk-in cooler for the closure and prior to the closure on other inspections. And the gentleman that was on the contractor's team, he's like, oh no, it'll work just fine, it's fine. I'm just going to plug it in and it'll be fine. I'm like, oh, so we're not getting new equipment? No.

Carolyn Wagner and Kathy Wade introduced themselves to each other.

Carolyn Wagner responded was either of those two gentlemen who presented to us there?

Kathy Wade replied Nick was here.

Carolyn Wagner responded with you at Popeyes?

Kathy Wade replied correct.

Carolyn Wagner asked if he was the one gentleman who was higher on up in terms of Nick or is he the one that's more local?

Kathy Wade responded Nick is the one that I believe was from the Bolingbrook area, I think the minutes said he was from the Bolingbrook area.

Brandi Binkley responded I think that was Mir Ali, Nick is from Arkansas.

Carolyn Wagner replied he's the more junior.

Mark Scranton replied yeah, he was the more Junior one.

Kathy Wade replied yes, he was there, the other gentleman was not. But the other gentleman was the one who invited me to be there or told me what time the contractors were going to be there and what date.

Debbie Hill asked how old is the walk-in cooler?

Kathy Wade responded that it is original to the building.

Debbie Hill replied how long have they been there?

Kathy Wade responded I couldn't tell you without looking back at the file.

Mark Scranton asked what 15 years old?

Kathy Wade responded I don't know that Popeyes has been here 15 years, I would say maybe ten years or so.

Debbie Hill responded then what would be the problem of insisting that they have a new walk-in cooler if they have problems every time?

Kathy Wade responded again, it's one of those things that I have to get them to turn it on and we have to see if it's actually working.

Debbie Hill replied that they are so temperamental.

Kathy Wade responded they are, they are.

Debbie Hill responded I would recommend that...

Kathy Wade responded we even talked about one of the prep coolers, because that was one of the issues for closing, that they had chicken in there and it wasn't holding temp. And we found out they had unplugged it, which is why it wasn't holding temp. And I even talked about those and they're like, no, we think that once they get plugged in, it will be fine. Okay.

Mark Scranton replied so they believe the equipment has been sitting for three years they're just going to plug it back in and it's going to be operational.

Kathy Wade responded yeah, they're going to clean it and they're going to plug it in and go from there.

Mark Scranton responded so, at what point would you go and do a site visit again? Will you wait until they call and say hey we're ready for inspections?

Kathy Wade responded so they still have to submit a set of plans. We did talk about that. Just because they had one hand sink in this area right now, when they submit their plans, if we fill another hand sink is needed because of based on previous inspections in a different area. So that is something that we would require them to put in. We are not just going unquote unquote grandfather the building in. I mean, that's not even an option. But I didn't want them to think that because it's already licensed once, they're going to approve the set of plans and that's not the case. So, until I get that set of plans and until we go through the stipulations and really up until they get all of that remodeling done, they don't have to plug any of that equipment in until they get it there. I'm pretty sure that when I was there, there was still no power in the building to begin with. So, I think there's a lot of issues that they're going to have to deal with as the priority before we even get to see if the equipment is still going to be working.

Mark Scranton responded so, is it your understanding, because I kind of got mixed signals from them because they talked about all these other franchises they own that are like Popeyes, but not Popeyes. Are they the same people that own this the last time? And they said they brought management in, and they dropped the ball, this thing that closed. So, I mean, is this actually going to constitute their third time trying to reopen then by the same owners then?

Kathy Wade responded this will actually be their fourth time.

Mark Scranton replied their fourth time.

Kathy Wade responded because there was a closure prior to us revoking that there should have been a hearing with the Board for revocation. And we could not get enough Board members present in a quick enough time to keep having them be closed when it was our choice or not our choice, but our fault that we couldn't get them together. So, we actually reopened them when they should have had a revocation and then they got closed again. So, this will actually be their fourth time reopening with us.

Debbie Hill responded so you had temperature problems with a walk-in cooler and another cooler.

Kathy Wade responded lots of coolers; hot holding and cold.

Debbie Hill responded that even once they get at that, that, that, point where they're back and forth and staying 41 or 42, it's really hard to get them back down there. I try to keep mine on 38 and I'm frantic if they're there.

Kathy Wade responded and I think one thing to remember too, is that in a lot of places like Popeyes, they do a lot of cooking and then they cool it down until they need it and then they start reheating it. So, they're putting that hot chicken into a walk-in cooler to get it to cool down, which of course is automatically going to fluctuate that temperature in that cooler.

Debbie Hill responded and especially if it's having problems and then you put that in there.

Mark Scranton responded why would they be cooking hot food and then putting it in the cooler instead of a hold cabinet?

Kathy Wade responded so they prep it for rush hours.

Debbie Hill responded so they can get it back on second thing higher and crisp it up.

Mark Scranton responded so this four times over, what time span has that been?

Kathy Wade replied to the main closures all happened probably within 18 to 24 months together. I mean, it was less than two years. I'm almost positive, it was less than two years.

Mark Scranton responded two years prior to COVID, they were closed down three different times.

Kathy Wade replied yes.

Debbie Hill responded especially with chicken; you've got to have that cooler working.

Cody Parks responded that's what he mentioned, Mark, whenever you say all that.

Debbie Hill responded but they said they were getting all new.

Mark Scranton responded yes, but still, my problem with that whole situation is I don't want to keep Kathy and I don't want to get a deep conversation about this tonight because they're obviously going to keep monitoring this. My problem is it could be management, but at the end of the day, the buck stops at the door. You know, as a business owner, you know, as a business owner, you know, as a business owner, I know as a business owner. It doesn't matter what your employees do. If something doesn't get done right, you're the one that signs the check. You're the one who pays the bills the other day. You're the one who ends up answering someone else's mistakes. And I'll be really blunt right now. I really have a concern that you're telling me this based on past experience versus what they presented to us at the meeting last month, because I did not have any idea that it has been that many times.

Cody Parks started to talk and Mark Scranton said it's the same managers.

Cody Parks asked was the management saying they were not going to buy equipment or was it the contractor?

Kathy Wade responded it was a gentleman within the contractor team.

Cody Parks replied I want to hear it from the main guy, not a contractor. Everybody knows how that goes.

Carolyn Wagner responded by saying the guy from Bolingbrook, maybe, we should give him a call because...

Cody Parks responded the contractor could be saying, no, if it works, it works. It doesn't. It doesn't. But when it comes to the day, it doesn't manage to say, this is what we expect.

Mark Scranton responded but it's still the owner's responsibility to have good management in there. And if they don't, then they should shut it down and go and clean it up. I can tell you there's another fast-food restaurant in the area, it's probably got probably one of the most pristine records, to my knowledge, about how they keep up their stuff. And that's because their corporation really comes down on them and they have several places around the Decatur area. So, I think they really have to stay on top of their stuff because if not, they got to answer for it. They get penalized. There's a lot of repercussions for the owners of franchises and stuff like that if they don't toe the line, and I guess that's where I've got concerns, it's still going to be the same owners. There are different leadership within their structure, and I think that's one of the things they talked about when they were here. But I would just appreciate keeping a close eye and stay in communication with them. I mean, if they don't do anything for a while, you don't hear from them, then we don't need to hear from you about it. But if some stuff comes up, whether it's concerns or just

progress, I think we would like to know, especially if we're talking about this will be their fourth time making this run. I mean, most of us were sold on the idea of what they told us, but not only that, they said they're going to invest half a million dollars. I wouldn't put half a million dollars into a business if it wasn't going to make it work, because that's a lot of money for anybody. So, I got to believe that if they're putting that kinda money on the table, that they're going to do the right things with getting the facility ready with training for people and everything else, but they're already backpedaling and telling you, hey, we may not replace this stuff and that's okay. If they make a judgment call and they say, it doesn't need to be replaced, we've had it checked out, you're okay with what you see when you go look at it, then that's fine. But I just don't want them to come back and say, well, we got, by on spending \$100,000, and we did it just enough to get the door back open again. Because I'm you know how I am about food safety, I'm going to have a problem with that. That's just my opinion. Anybody else got anything for Kathy on this?

Jeff Entler responded I'm sitting here hearing everybody's comments and thoughts, and I would almost suggest that we hit this discussion with him head on in writing and say, based on the meeting that I had, you informed me that you would not buy new equipment. And based on the presentation by the vice president, he said he was going to do that. What's your plan? And then we've got a written trail of what they...

Mark Scranton replied it's already in the minutes, what they were going to do. They were here for quite a while.

Cody Parks responded you may be listening to the guy upstairs talking, but she may be listening to a contractor, which means nothing. That contractor could just be saying, we're not going to do that.

Mark Scranton responded yeah, the other guy that was here for the meeting.

Cody Parks responded why did you say that that wasn't our plan? Our plan is to spend \$100,000 on new equipment. And you say or told the Health Department in a meeting that you're just the guy that is gonna paint the floors, fix the walls, that we want to buy new equipment. He may be totally off base, so we may be getting worked up over.

Mark Scranton responded that's true, too.

Kathy Wade responded I will agree with Cody that happens more often than not there's always a lack of communication between who's doing this verse, who's wanting it done certain ays.

Cody Parks responded many times our guys do something not knowing that he was going to do. Something totally different and we didn't talk about it, then we are the ones that get screamed at. So, I would say you want to hear it directly from the horse's mouth.

Jeff Entler responded you need to make that judgment, Kathy, if you think that's the right thing to do or if that suggestion helps.

Cody Parks responded if it's been sit for three years and he didn't even replace it, I would wanna speak to buyer, this is what you said, no exceptions. That's what we require. Now, the cooler might not need to be replaced, but the whole condenser unit and the whole cooling part would.

Kathy Wade responded okay. I'm thinking it's all of that stuff sitting there with no power.

Mark Scranton responded okay. Are you here just for that? That's why I want to ask, because I've been waiting to hear about this for a while. Okay. Next on the agenda is new business.

Carolyn Wagner replied Mark, I am not sure where to interject this, so you can tell me. I have a question. Looking back through the STD Clinic, it just sprung out at me when I looked at a number from May, and I don't know if this is where I discuss it, or ...

Mark Scranton responded let's go over that when we get to, like, the division reports.

Carolyn Wagner replied to the division reports? Okay.

Mark Scranton responded so, new business discussion.

New Business

Discussion and Action for Digital Environmental Contracts.

Mark Scranton stated we will not have Discussion and Action for Digital Environmental Contracts. So, I don't know how much of this Kathy has that she wants to talk about, or Brandi wants to talk about, but this is the proposal for the new Digital Technology for Environmental.

Kathy Wade responded well, I'm going to refer back to Evan and Luke because they had a great analogy the other day of explaining why we have two separate contracts instead of...

Mark Scranton replied that's good.

Evan Trimby responded the analogy was like buying a car. And in this case, the Salesforce Carahsoft contract Salesforce is like the manufacturer of the car, Carahsoft is your dealer. They're the one selling it to you. The Summit Technologies and Zembretta, they're essentially the person you're taking it to make some modifications to your car. What we're buying here from Salesforce is a platform as a service that will belong to us through license, through Salesforce. We'd hire Zembretta to come in and modify the base Salesforce software to meet our needs. Once that's done, Zembretta is gone, and we just maintain the relationship with Salesforce.

Kathy Wade responded and one of the nice things that doing it this way that a lot of the other digital that we looked at was that because it's with us, that we get to make changes. So, let's say we wanted to add an additional line in an inspection form for something. We have the ability to do that ourselves in house, whereas other digital companies we would have to go to them and say, hey, we need you to redo this, and that would be at a cost to us. So, we have the ability to make some minor changes ourselves at no, just Evan's time. That's great.

Mark Scranton responded is there, is there limitations of what you can go in and change? Do they have a structure where there's doors you can't open?

Evan Trimby responded no, if you have a developer account with Salesforce, you can do just about anything within that software as long as you know what you're doing. Mark Scranton said okay.

Evan Trimby continued and stated with it being with Salesforce as well, instead of some of the companies, Salesforce is a well-known company. They are an industry leader in this type of software. They're not going anywhere. With every other one we looked at; it was built on some custom platform that the software manufacturer had designed. And if something were to happen to them, your stuff is gone.

Mark Scranton replied and you pay a lot of money for nothing.

Evan Trimby responded yep.

Carolyn Wagner asked, so what is the total package price? Because I'm assuming, looking at some of those documents, you got a bid last year, is that correct? And now you've come back, and the price has gone up.

Kathy Wade responded no, they have been great with us, and they have held the same price since last year. So what you're seeing is the same price they quoted us since the beginning.

Carolyn Wagner responded okay, so what is the total package price? Because I saw several batches of numbers.

Sheree Zalanka responded so, we would have to pay this year \$63,875, plus we need about \$6,000 worth of supplies and equipment for the fees and software.

Carolyn Wagner responded so almost \$70,000.

Sheree Zalanka responded yeah. And then next year, the annual software license is \$24,972. And in addition to that, for next year, we have budgeted \$20,000 for consulting hours. We kind of went high with that number, thinking that they're probably going to need a little bit more support the first year. So that should go down in the future.

Carolyn Wagner replied so every year you're looking at around \$24,000.

Sheree Zalanka responded just under \$25,000 a year at least, yes.

Kathy Wade responded and I will also say that this program we can add. So right now, we're just doing our food, that's our largest program that we have. But this company does have the ability to add every single one of our other programs, whether it's septic, wells, geothermal, tanning, body art, whatever, we can add it into this, also.

Debbie Hill responded so is that when you guys come and inspect, digital and you won't have to do all that writing in 45 minutes? Kathy Wade said yes. Debbie Hill said thank you.

Kathy Wade responded it will have; it will automatically have the canned comment. So, your coolers out, it would be in violation. That canned comment could be holding 41 or below at all times. And then we could automatically add a comment, like we could say the front prep cooler or the back walk-in cooler, so we can get more specific. But a lot of those things will already be canned comments, so it's just checking which one it is, which saves us the time. And then it saves you trying to read handwriting, too.

Debbie Hill responded you can't read that when it's on the copy paper? Yes, you can't read it. And so, we go over and say, well, what was this have that time? You can't read that.

Mark Scranton responded how much will this obviously haven't used it yet, but how much will this increase your overall efficiency and productivity?

Kathy Wade responded I can't even imagine that number at this point.

Debbie Hill stated oh, my God.

Kathy Wade continued kind of like Debbie said, we have been at facility space on violation, just spending an hour writing five, six, seven pages out just because it's all by hand. And you try to be as concise and as specific as you can in case everything does get called into court or whatnot. But my gosh, just the fact of being able to have so many of those canned comments and just click a button and automatically, hey, I'm at Popeyes, click Popeyes. And the whole top half is already filled out instead of us going to Popeye's number 1234, located at da da da. I can't even imagine how much time it's going to save us now. I'm going to be honest. In the very beginning, it's not going to save us any time. I mean, we're going to have a learning curve ourselves. But once we get used to it, I just can't imagine.

Debbie Hill responded it is a learning curve.

Mark Scranton it's a learning curve, I mean based on what your knowledge is about the process right now, is it going to cut your time by 20, 30%? I mean, across the board, every inspection is different, I know.

Kathy Wade responded, yeah. I mean, that's kind of hard to say. I would say we've got somebody like Jerry, who's been doing this for 15 years. He knows, he knows all 700 pages of the FDA code book like the back of his hand.

Some of our, like John, my new inspector, sometimes he starts to look up, is this violation of priority or priority foundation, based on what? So, we're already at a different level of time and section to begin with. So, with this, again, with the learning curve, I'm going to say it's going to give us at least 15% to 20% once we really get into it and get comfortable with it. But again, it's going to be a learning curve for all of us.

Mark Scranton replied yeah.

Debbie Hill responded it is going to be, you could do seven more inspections a day.

Kathy Wade responded let's not get carried away.

Brandi Binkley responded well, hopefully it does help, like you said, Debbie, for our food establishment partners, too, to be able to take less time reviewing what we give them. And then also we do post all of that information online for our community. And so then they will be able to review something a lot more easily and quickly without having to decipher it.

Debbie Hill responded it is not so disruptive, maybe. And sometimes it's disruptive.

Kathy Wade responded oh, it is. And to add to that, that also saves some office time, once I, like right now, our process is once I get the paper inspections, I review them. I then give them to Susan, our Environmental Health clerk, who then takes them and scans them one by one to her email. She then has to open up her email and name each one, one by one. And then she goes onto our platform that we have and uploads them one by one. Whereas with the environment, the new digital software, the goal is to be able to once I approve, boom, they go straight to our website.

Debbie Hill responded I think it's going to be a money saver.

Kathy Wade responded yeah; we will be able to do payment collections out in the field. Right now, we can't do it, we don't accept money out in the field. Our renewal process at the end of every year will just be so much smoother in the long run. We'll be saving money. I mean, I don't even remember what we're paying now for inspections. We hire out to Staples to get our inspection forms made; they are two-part copies. So, yeah, just so much, even down to the little things, like only one kind of ink pen works on the inspection form, so we have to keep ordering the same ink pen just to make sure it's legible and we can actually write on the paper.

Jeff Entler responded; I've got a couple of questions. The way you're changing the software, does that mean that you'll be able to still easily accept the updates that they do on the base software every year?

Evan Trimby responded Salesforce does updates constantly. It's a cloud platform, so they constantly update security updates, patches, fixes, all that stuff.

Jeff Entler responded so you're not altering the base code, you're just altering via exits. Yeah.

Evan Trimby replied to business processes that get layered on top of their platform.

Jeff Entler responded and is this the same type of software that some of our sister counties use? Is it prevalent in the marketplace?

Kathy Wade responded so we will be the first one in Illinois to use this one. Some of the other counties around us have some other ones that I don't know if I contacted a county using another business that was happy with it, they had a lot of issues with them. So, this will be the first one for Illinois. But this company normally works at the larger level, so they're normally working with the federal agencies and the state agencies directly. They just recently, I believe last month or two months, I can't remember now, but just recently put a local Health Department in Ohio on it, and they were ready to go within four weeks. From the time that all of the contracts were signed, inspectors were out

within four weeks with new software. So, I agree with Evan that it's a very good company, but we will be one of the locals, first locals in Illinois to use them.

Evan Trimby responded let me put it in perspective for a four-week turnaround. That's incredibly fast. The last time we tried to go digital, the company that we worked with, we spent a year and a half on weekly or biweekly meetings trying to get all of our stuff situated in their cloud and ready to go and eventually we had to pull out the contract because they couldn't deliver.

Jeff Entler responded with the last question. Is this software comparably priced to some of the other ones in the marketplace?

Evan Trimby responded the Salesforce license is pretty much standardized on how they charge their pricing. Yeah, the yearly licensing was pretty similar, I believe, for any of the different ones, whether it was their in-house platform they were building it on or whether it was something like Salesforce. Yeah, the upfront pricing is a different ballgame because we're having companies come in to build it for us instead of almost, as consultants coming in and getting the platform ready for us to use.

Dr. Minnaganti responded what the yearly charges would be for this.

Evan Trimby responded that the yearly charges were at just under \$25,000.

Dr. Minnaganti responded with \$25,000, sorry.

Evan Trimby responded, just under \$25,000.

Kathy Wade responded was that for 10 licenses?

Brandi Binkley responded I don't have that.

Evan Trimby responded that's the last page of the contract. The two page, or three page whatever it was.

Dr. Minnaganti responded, did you run it through Mike Baggett?

Evan Trimby replied yes, we did run it through Mike Baggett.

Brandi Binkley, Kathy Wade, Sheree Zalanka and Evan Trimby looking at the contract for the number of licenses. Kathy Wade asked could you please bring the most recent one up, Brandi?

Kathy Wade responded it is showing, this one is showing 8 but I think on the most recent one it is giving us 10.

Mark Scranton responded, are we paying for per license?

Evan Trimby responded yeah; you pay various there's a free user seat license. There are different types of depending on what they do. There's one that's for the in office. There's one for the technicians and then there's a service license that we're paying for. We would pay for the Premiere Success Plan, which gives you Salesforce direct technical support for any issues we might have.

Discussion and Action for Summit Technologies for Zembretta Health Accelerator Contract & Resolution.

Mark Scranton responded okay. Anybody else got any questions. Do we need to vote on these individually? So, we will vote on these two contracts first, then we'll move on to the next one. So, I'd like to have a motion for the contract with Summit Technologies.

Carolyn Wager put in the motion to accept the Summit Technologies, seconded by Debbie Hill. Roll call taken, all votes yes, motion carried.

Discussion and Action for Salesforce.com Government at Carahsoft Contract, Equipment & Resolution.

Mark Scranton replied Yes. Okay. Motion to accept the contract as submitted for Salesforce.com Government at Carahsoft Contract, Equipment. Jeff Entler made the motion to accept the contract, seconded by Carolyn Wagner. Roll call taken, all votes yes, motion carried.

Discussion and Action for Electronic Medical Records through CureMD Contract & Resolution.

Mark Scranton responded okay next item on the agenda is the Discussion and Action for Electronic Medical Records CureMD contract.

Brandi Binkley responded do you want me to give a little background on this one since we haven't talked about it as much?

Mark Scranton responded well, yeah for the benefit of everybody that would probably be a good idea.

Brandi Binkley responded okay. So, this one is for electronic medical records in our Clinical Nursing Division and it would also be used by our WIC and Family Case Management team. We have needed to get electronic medical records for several years, and this has been something that's been recommended in the countywide audit for several years. We did work a little bit on it when I first got started as Administrator and then of course, COVID has slowed down some of that. And thankfully, our Clinical Nursing and IT teams have done a lot of work to very thoroughly research the options that are available to us, what they can offer and the pricing of course. I will let them speak a little bit more to any questions that you have and some of the why and certainly open to answer questions, but they really worked hard to find the right fit for a Health Department. A lot of electronic medical records are kind of too big for us, and so we'd be paying a lot more than what we would really need based on the services that we provide and the number of providers that we have. And so, I really feel comfortable that we found the best fit. They did a lot of comparisons. They did a lot of demos with these companies. Big thanks to Mike Baggett. Sent everything over to him to look at. There has been a lot of back and forth with the company on some requested edits to the contract. So, you probably saw that when you reviewed that there was some red lines that were suggested by Mike that we then sent back to the company. So, there's been some conversation back and forth. Mike did send me an email this afternoon. Brandi asked Mike if he was okay with her sharing that.

Mike Baggett responded to one of the edits that I had requested, one of the concerns I had was that there was a provision in the am I getting the acronym right, LSA?

Brandi Binkley replied yes.

Mike Baggett responded okay; I'm going to be able to remember that. Okay, the LSA is a master agreement. What they originally sent us was a quote that would sign and bind us, but it referenced the LSA instead. By signing the quote, you're accepting the terms of the price quote in addition to all of the conditions in the LSA. So, I wanted to see the LSA. I saw that I made several requests for edits. They were very accommodating with respect to choice of forum in case there's any dispute. We will not go to; I believe it was the State of New York. We're going to instead sue them here. Hopefully we won't have to do it. But as a general rule, I don't advise signing contracts that submit us to the jurisdiction of a foreign state. So, anyway they were very accommodating there. But the one I had a big concern with

was they had an early termination provision that said that in the event that we terminate for anything other than cause, that we would be liable for a \$5,000 per provider fee in addition to a \$100 per month per provider fee through the end of the contract term. I generally don't like liquidated damages clauses for elective termination, so I asked for that to be modified or at least capped. I think they attempted to accommodate us, but we ran into a little problem where their legal team can make changes to the Master LSA agreement, and they did. When I made my last request to cap or eliminate the elective termination liquidated damages provision, the salesperson responded back with a change that I think the salesperson is authorized to make, but they're only authorized to change the quote. I don't like the idea of signing a quote that binds us to an LSA that hasn't been modified by their legal. So, my suggestion, I think we have an agreement, but we need to combine the language that's been proposed by their salesperson and by their general legal counsel. So, what you're looking at tonight is a fully formed understanding of what we would be contracting for. But before we sign anything, I'm going to make some inline edits to the LSA to clarify and add in what the salesperson has added. And if they sign off on that, which they seem to have agreed to, then I think we're all home. But there will be one final edit that will be submitted prior to the contract being effective. That was a lot. If anyone has any questions, I'd be happy to answer.

Mark Scranton responded then based on that, because we sign off, this is still going to go to the County Board, correct? I would make a motion to table this till next month then.

Mike Baggett responded you can certainly do that. I mean, the fact of the matter is we can make the changes and have them approved. The contract won't become effective until the County Board signs off on it anyway. But we have an agreement at this point. It's just a matter of putting it in final form prior to signing the contract and paying over the money.

Mark Scranton responded we're going to make a decision to vote on this as it's presented tonight. If it gets changed, the County Board is going to be looking at a different document with changes that have been made.

Mike Baggett responded yes.

Mark Scranton responded anybody else got a problem with that?

Jeff Entler replied yeah, I don't think so. I think from what Mike said, we're changing some language. So, if we voted on it, contingent on Mr. Baggett's acceptance of the wording, it sounds like that's kind of the path we need to take.

Mike Baggett responded I mean, the way I see it right now is we have an agreement. It's a matter of reducing it to final form. So, no changes that I would make would change if the Board were to approve it and send it on to the County Board tonight? No changes that I make would change what you approved.

Mark Scranton responded okay.

Mike Baggett responded if that helps.

Mark Scranton replied to it does.

Mike Baggett responded I understand your concern. I don't know what kind of timing, urgency the department has there, but I don't know if they want to postpone it for another month.

Brandi Binkley responded I would prefer not to, but of course I respect the wishes of the Board, but Mike and I have been working through this. We just got the final information from the company in advance of the last Board meeting. I got it to Mike, and we very quickly have worked through all of this just since last week, and the company has been very responsive. So, I definitely trust Mike, and hopefully you all trust me that we will only make changes recommended by him. And we have done the contingency that Jeff mentioned before taking it to the County Board.

So, we will do whatever you all wish, but we would really like to get it moving and not delay it any longer. We're really excited to get moving on this.

Cody Parks responded basically you're not going to change nothing.

Mike Baggett responded, no the edit that I want to make, I just want to basically incorporate what we have already agreed to into the one master document, because right now they appear to be in conflict, and the master agreement will preempt the sales quote. So, I just want to take the language that has been given to us in the sales quote, put it in the LSA and say, this is the contract. If everybody's agreeable, this is what we'll go forward with. And if they're not agreeable, then we don't go forward and Brandi can bring it back to you next month with either an indication that they want a different change or we're going in a different direction with a different company. I don't know.

Mark Scranton responded so, Mike, do we need to make a motion then to approve this based on.

Mike Baggett responded, I think, as presented because you have all the documentation and all the language, it's just a matter of consolidating it all into final form.

Carolyn Wagner responded I have a question. It says first provider. Are they speaking of the Health Department as the provider?

Rachel Deerwester responded it's our Medical Director. Everything we do works under standing orders.

Carolyn Wagner replied okay.

Rachel Deerwester responded so we will only have one licensed provider and that will be our Medical Director.

Carolyn Wagner responded all of you may use it. You may utilize it.

Rachel Deerwester responded correct, as RN's we can utilize it correct because we all work under that standing order.

Carolyn Wagner responded at no additional outstanding cost. Right, and what is your contract length?

Rachel Deerwester responded twelve months.

Carolyn Wagner replied okay. And then after that it just becomes...

Rachel Deerwester responded after that there is a 90-day notice for an auto renewal if we choose to do that.

Mike Baggett responded that it renews, not on a month to month it is a year to year.

Mark Scranton responded do we already know what the price change may be a year from now. Have they shared that?

Rachel Deerwester there's no estimated price change.

Mark Scranton responded okay, so this could double twelve months from now.

Mike Baggett responded but we would get notice of that and then again, an election not to renew.

Rachel Deerwester responded, right. And I do just want to mention that obviously I don't want anything to double, but even if it did, it was still substantially more cost effective than the other systems that we looked into, by a lot. This system is costing us \$548 a month. And some of the other ones that we looked into, and the implementation cost was right around \$3,000. Some others were \$21,000, \$56,000 and \$599 monthly for the other three, kind of cost comparison. So even with any increase, it is still substantially cheaper. This is also the system they use in Champaign

County Health Department. So, I went there and was able to view it as an end user perspective and with their super users that kind of built the behind the scenes. It is very user friendly. It has built-in billing. It also has a built-in connection to iCare that will help us with our inventory. So, it does a lot of eliminating the potential for human errors that I think is incredibly important. And it will also make us compliant with our Medicare and Medicaid standards and not receive any penalties for not having an electronic health record system, as well.

Dr. Minnaganti responded when you say it was in Champaign, how long have they had this software?

Rachel Deerwester responded they've had it for I think just a couple of years. It's still fairly new to them, but like I said, I was able to talk to the billing person, the person that helped build the behind the scenes. It's very easy to cater to what you need because, like Brandi said, some of these other systems were just monster systems. We're not doing surgeries, we're not doing post-ops, we don't need all of that. So, this is we're able to cater it down to just what we need it for. And the Immunizations is obviously the heavy for us. And their Immunization flow was, like I said, it was very end user friendly. It did a really great job with getting into our inventory to make sure it automatically put those records into iCare for us, that transfer, that right now we all have to do manual, so it's going to save a lot of time, I think in the end.

Dr. Minnaganti responded you may or may not know this, but will you see an increase in the payments? Rachel said we will probably see an increase in our reimbursement. Dr. Minnaganti said no, the...then Carolyn Wagner said no, the recovery, the payments from public aid...

Rachel Deerwester responded we will probably see an increase in the reimbursement recovery payments from public aid. Dr. Minnaganti said no no and then several people spoke at once.

Rachel Deerwester said it's a cloud-based program, so there's no hardware we have to get. So, it's just kind of like an application. I'm sure Evan can probably explain that better than me, but there won't be like a continued update that we will have to get. Obviously, applications get updated, but there's nothing to my knowledge that would indicate across a cost increase due to any kind of a typical upgrade.

Mark Scranton responded but what Dr. Minnaganti is asking if Champaign has had this system for two years...

Dr. Minnaganti responded did they have an increase?

Rachel Deerwester replied no.

Cody Parks responded okay, so the price stays the same in the first year and the second year?

Rachel Deerwester responded yes.

Mark Scranton responded that it was good. Okay. Any other discussion or questions? Cody Parks said no. Mark Scranton then said okay. I make a motion that we approve the contract with CureMD as presented. Cody Parks seconded. Roll call taken, all votes yes, motion carried.

Rachel Deerwester responded thank you.

Mark Scranton responded thanks, Rachel.

Discussion and Action for Resolution Approving Lease Agreement for Postage Machine.Meter for the Macon County Health Department.

Mark Scranton responded Discussion action for Resolution approving lease Agreement for Postage machine and meter for the Health Department we have that document here and it looks like we're going to do a monthly plan.

Sheree Zalanka responded I'll take this on. Our current postage meter lease expires at the end of September. So, we did get bids from three companies. We currently have a five-pound scale, and we would like to increase it to a ten-pound scale. We are currently with Pitney Bowes, and they have the best quote for a ten-pound scale, also. So, we would pay quarterly. It's \$227 each quarter. The annual cost is \$908, and it actually is going to be a savings of \$122 a year compared to our current agreement. So, we're getting a bigger scale at cheaper price. And Mike has reviewed all of this, also.

Mark Scranton responded any questions or discussions?

Cody Parks asked if they have been doing a good job.

Sheree Zalanka responded we haven't had any issues and service is included, also. One of the other companies wanted to charge \$250 a year for service, whether you needed it or not.

Mark Scranton responded okay. I have a motion to approve this agreement for postage machine and meter as presented.

Dr. Minnaganti is this agreement for 60 months?

Sheree Zalanka responded yes.

Carolyn Wagner made the motion to accept and approve the postage machine and meter, seconded by Cody Parks. Roll call taken, all votes yes, motion carried.

Mark Scranton responded okay. I know we're going to devote some time to the budget and paygrade scale discussion, so I'd like to get through the other items on the agenda first. Save that for last so we don't have to push some of these other things off.

Communication
Board Education: COVID-19 Update

Mark Scranton stated Board Education COVID update.

Brandi Binkley responded I just have a brief update. As Dr. Minnaganti said, our community level is medium. Most of the state is in medium or high. Our community transmission level is high. And that's the one that is to be used by healthcare facilities for the mitigations to be implemented. Data through July 14, the case rate for 100,000 is for 468.23. That is a 38.75% increase in the last seven days. Percent positivity is down 2.71%. Tests performed increased in 7.19%. Hospitalizations were down 37.5% and percent staff inpatient beds by patients with COVID-9 is at 3.2%. So still not in a great place, but things that are our function are continuing on and we're still able to support the community in every way possible for our community to have help. The state does expect, as we go into the Fall, to expect a surge and probably an increase in the numbers once school goes back in session. So hopefully that does not happen. But of course, we'll keep you updated and keep the community updated if that does occur and just kind of what's going on. And that's all I have for that. There is nothing else on the Board calendar for this month.

Presentation and Acceptance of Financial Report

Mark Scranton stated okay. Presentation and Acceptance of Financial report.

Sheree Zalanka responded okay, the report is through the end of June, which is 58% in the fiscal year. The fund balance is at 6.9 million. Total revenue at 4.5 million, which is 65.5% of budgeted revenue. Total expenditures at 3.7 million, which is 54% of budgeted expenditures.

Mark Scranton asked do I have a motion to accept the financial report as presented? Cody Parks made the motion, seconded by Mark Scranton. Roll call taken, all votes yes, motion carried.

Review of Department Expenditures

Mark Scranton responded okay Review and Approval and Department Expenditures. Those are your packets. Anybody have questions on those? If not, would like to have a motion to approve, Jeff Entler made the motion, seconded by Cody Parks. Roll call taken, all votes yes, motion carried.

Grant Applications for Review and Approval

Mark Scranton responded Grant Application for Review. Brandi Binkley responded we do not have any this month.

Department and Division Reports

Mark Scranton stated Department Division reports. I know Carolyn had a question on the STI Clinic. Rachel Deerwester entered and said I'm back.

Carol Wagner responded I do, I was just looking at, and I'm kind of thinking this is maybe a typo.

Rachel Deerwester responded, I think I know which one it is, it is a typo. Are you looking at this one?

Carolyn Wagner responded yes.

Rachel Deerwester responded it should be zero. This was our first one, and this was kind of some backlog as we were getting caught up. So that is an error, and I apologize about that. Was that the only question?

Carolyn Wagner responded yes. So it is in May, under HIV, we show how many people presented to the clinic, the number of people that were counseled and actually tested specifically for HIV were 21. Okay. And then it showed that there were 21 positive cases that same month. And I assumed it was a typo of that, so it should say zero. Perfect. Thank you for that.

Mark Scranton responded okay, any other questions for discussion on any of these reports? I would entertain a motion to approve Department and Division reports. Jeff Entler made the motion to approve the Department and Division reports, seconded by Mark Scranton. Roll call taken, all votes yes, motion carried.

Employee Recognition

Mark Scranton stated okay employee recognition. Do we have any for this month? Very last page. Okay, July anniversaries Evan Trimby - 17 years, Amber Holthaus - 16 years, Melissa Williams - 10 years. Susan Urquhart - 5 years, Lindsay Miller - 3 years, and Jill Leonard - 1 year. Thanks, everybody.

Mark Scranton responded do we have any Closed session items.

Brandi Binkley responded we do. We have some more closed minutes to review.

Closed Session

Mark Scranton responded do we want to go ahead and jump back into the other stuff first, do closed session last or do you just want to get it out of the way? I would rather not stop the meeting ...

Mike Baggett responded I will say, though, that if you're going to want any actual input from me, I'm not sure I'm going to be able to say all the way through the budget presentation.

Mark Scranton responded okay, I appreciate that because you told me that earlier. So I would make a motion that we go into close session for the purpose of reviewing past meetings minutes. Cody Parks made the motion, seconded by Mark Scranton. Roll call taken, all votes yes, motion carried.

Brandi Binkley asked Luke, can you please confirm when the live stream is off?

Went into Closed Session at 6:57 PM.

Went back into Open Session at 7:08 PM.

Open Session

Brandi Binkley responded I will start the recording. Luke, go ahead and count us off when you are ready, please.

Mark Scranton responded roll call. Roll call was taken.

Mark Scranton responded okay. have a recommendation, per Mr. Baggett, the State's Attorney, said that we accept the closed meeting minutes as outlined as to which ones would be opened and which ones would remain closed.

Dr. Minnaganti made the motion, seconded by Dr. Jerger. Roll call taken, all votes yes, motion carried.

Mark Scranton responded okay, so we're going to backtrack now you.

Mike Baggett responded Mr. President, you would need a motion to approve the closed session minutes as amended.

Mark Scranton responded okay, I thought we covered both of those, okay. Motion to approve closed session minutes as amended. Carolyn Wagner made the motion, seconded by Jeff Entler.

Mike Baggett responded just for clarification of the record, that's after last month's meeting, that's the reason you have to do them separate. You did the first batch. Now you're doing last month minutes.

Mark Scranton responded okay, got you. Roll call taken, all votes yes, motion carried.

Discussion and Approval of the FY 2023 Proposed Budget

Discussion and Approval of FY 2023 Pay Grade Scale

Mark Scranton responded okay. The last two items on the agenda are Discussion of the 2023 Proposed Budget and Discussion of the 2023 Pay Grade Scale. The Finance Committee met this last week myself, Candi Clevenger and Jeff Entler were here for that meeting. We had about two-hour conversation, and I've heard from some other Board members since then, so I know there was some discussion about where we thought we needed to be headed on the

pay grade scale. And Brandi included some of that information again tonight, along with some other documentation for review. One of the things that came up, somebody asked about, and we didn't get time to really do that the other day, was like a request from staff. We'd like to get current print out of where everybody's at, individual employees, their job responsibilities, and current pay. I think that's going to be very helpful in the conversations that we've had about where to land on these adjustments for a pay increase going into next year. So, that being said, I don't know how much time we can spend on discussion of pay grade scales right now. I'll just share with the rest of the Board what we discussed the other day. We looked at some different options, concerns about where we're at right now with some staffing. I'll go with the highlighted copy. You guys have got the same copy here. It's got the list by department breakdowns in the packet. Brandi had provided one the other day that was highlighted. Obviously, some concerns about some of the various departments with vacancies, and part of the struggles they've had with that is the availability of people, compensation, a variety of different things. The WIC program, Family Case Management was the one that I looked at specifically that caused me a lot of concern because there's 25 people in that department right now. You've got a pretty extensive amount of vacancies there to fill, and that's a good majority of the vacancies the department has right now. We talked back and forth about how to look at what we would be comfortable with as a Board for increases in pay. One of the ideas that I floated around for consideration and we just basically had a conversation at our finance meeting the other day, we didn't bring anything to the Board tonight for an exact recommendation. But when you look at this pay grade scale, starting salaries, you can see the wide range of dollar amounts to people being paid for various positions. And I don't know what quantity people are calling different categories. That's one of the reasons I wanted to get some updated information on how many people fall into different categories. But in your nonexempt categories, the administration has asked for consideration of a 4% cap for this year. Give them the ability to give a raise up to 4%. I sat and did some math and just for the sake of time, just kind of give you guys an idea what I came up with. So, if you gave level seven down a 5% bump in pay, that's only about for the highest. And this would be I based it on information on the highest paid person, which is a level seven, that's only like \$1,400 a year. It's like \$42 a week. So, I don't think that's going to light a fire underneath anybody to feel like they've got a really big pay increase. And then I was looking at 2.5% for levels eight through ten, which is your supervisory levels. And I know there's some discussion about that being half of what the lower levels are getting. But if you look at the dollar amount and not the percentage amounts, that actually comes out to about \$1,700 a year. So, they're actually getting more with the lower levels of getting. And then we looked at a percentage of what we might look at for the administration levels, which is eleven through 13. And the reason I was looking at it is you got to look at this. We have a responsibility to taxpayers and the community about how we manage the money for the department, but also, we need to make sure we compensate people appropriately for the job that they're doing. And the reality of it is we can't always be competitive with what's out there in the corporate world, but there are a lot of benefits that employees get here with the 35-hour work week and the holidays and the flex time.

Mark Scranton continued, so, there are some other things that people are acquiring. One of the things I asked Brandi about looking into to talk to staff and see if there's a preference where they feel stronger about, I'd like to have more money, or I like the flex time because some people value time with family and things are actually more important than monetary compensation. So, I don't know if you had a chance to talk to anybody about that this week, because I know it's only been a few days since we had this conversation. But that's one of the things that we looked at, because I'm a big believer in lifting people up. I think if you set the tone to lift people from the bottom up, so to speak, that motivates them to aspire to do a better job. I'm of the mind that I think people appreciate if you give them something that it may sound like a lot from a percentage standpoint, but the reality of it is it's really not. And I don't think anybody here is going to entertain a percentage higher than that to give individuals as much as we'd like to. But the reality of it is we're all facing the same situation now with increased cost, inflation, gas, everything's going up. And I'd love to be able to do more of what we are looking at right now, but unfortunately, we don't really have that ability to do that. So that's kind of where I end up with in the conversation. For a committee meeting the other day, we didn't

really settle on anything, but I think we have to give the administrator the flexibility to provide increases where appropriate. But I'm not in favor of a 4% provision across the board that covers everybody, because I just don't think that's appropriate.

Sheree Zalanka responded real quick, I think you might have flipflopped your numbers. You just gave if you give a level seven a 5% raise, it is \$1,700. And if you give a level eight a 2.5% raise, it is \$1,370.00.

Mark Scranton replied okay, you're correct. I just did the numbers really quick. I didn't write down, but the difference is pretty close there. And that was just if we did 5% and 5% wasn't even on the table, I just ran the numbers, and that's the dollar amount that I came up with for that. So, I don't know what everybody else's thoughts are on creating some kind of environment to have this at different levels. Brandi did share with us in the Finance Committee meeting, that they do do evaluations that are performance based along with some other factors. My problem I have with that for the good of the room, is the evaluations are being done after we've already set here and made decisions on approving the budget along with pay scale. And to me, I think that's kind of getting ahead of ourselves. I want to make sure we have the money to give them the tools to give people what they need. And if we do the evaluations after we've already locked ourselves into some prices, I think that's kind of a wrong approach to take.

Carolyn Wagner responded Mark, on that scenario...isn't it a range? Isn't it a range that you could get up to? Let's just say for the sake of argument that we were to say 3% across the board on your type of evaluation, this is merit based, this is not a cost of living raise, it's merit based. It would go on the person's evaluation. So the highest that they could potentially get with whatever tool you're using, an outstanding five evaluation would be 3%, am I correct? Brandi Binkley said yes. Carolyn Wagner asked and it could be from zero to 3%, is that right?

Brandi Binkley responded yes, the evaluation does have a scoring system and then those scores, we have a score sheet basically that then would quantify what percentage of raise they would fall into. So, when the budget is done, because we do have to do it so far in advance of the County fiscal year just to get everything approved, we do put in there, let's say if the 4 was approved across the board, it would be like you said, kind of a cap and then if someone didn't earn the full 4% that they would get what their percentage was. So it has not messed up, for lack of a better way to put it, the budget. But then we do have the max amount budgeted in there. I will say we do not have a lot of staff that don't earn the full percentage. Obviously in times like we're in right now with the cost of everything going up so much and some of our pay levels being relatively low anyways, I do think it's really important to give as much as we can this year. And I mean, I say that every year, but I definitely want our staff to feel not only valued, but able to pay their bills at the end of the day and we do lose a lot of staff. And Mark, I was able to already survey our leadership team since last week to get some input, but we've lost a lot of good people, unfortunately, because of not having the most competitive pay or things we talked about last week and that were in our accomplishments and challenges document where that because we can't be as remote or be as flexible with remote and hybrid options. People are leaving because of that now because they can find whether it's better pay, a better benefits package or the remote or hybrid option that some staff are looking for. We've lost people and I do fear that we'll do more. So, what I talked to the Finance Committee about was it's not only about the pay grade scale that's literally just for incoming staff for recruitment purposes, which is really important. But this is really about we need to find ways to be more creative as an employer to not only pay, but also provide whatever kinds of benefits or flexible work environments for the staff that can do it so that we can recruit people and retain people that are here.

Brandi Binkley continued by stating as Mark alluded to and as you all could see on that form with the vacancies, we have 89 total positions. There are currently 14 vacancies, I now have another retirement that's coming up, so we will have 15 vacancies. Most of these positions are level eight positions, which is our professional level and higher. All our staff are professionals, of course, but that is moreso, like there's some kind of professional degree or certification or certain type of education that they are required by the grant or by statute to have in order to be in that position. And

so, I think it's not only about the pay by any means or the flex time. I think both of those are important. But I also think as an employer, as a Board and Administrator and partnering need to get more creative on how we can make people want to come here and stay here.

Brandi Binkley continued so; I do have some points about the budget. I don't know if you want me to kind of go over the broad points, Mark and Board of Health, or if you want to focus more on just discussing the pay and raise part right now. I do have some feedback from what you asked me to get last week. I also put together the document that you asked for and I did pass it out to everybody that just has some numbers in there like you had proposed about some changes to the base grade base pay grade scale, which had a proposed 2%, one and a half percent. And then flat amounts which you can see there like a five or 3000 to make it across the board same dollar amount. That is this one, it says table one and table two on it. That's just some ideas Finance asked me to put together so you can visualize different number amounts. And then you flip that over, you'll see table 3A. That's for staff that are currently employed here and what the pay ranges are for those who are currently employed and what would happen. The last page looks like this, it says table 3B. It was too long, so I got creative. And that just basically goes like that. If you want to get like a nice comparison all the way across and shows what Mark had talked about, which would be implementing different raise percentage levels. The 4% for levels 1 through 7, two and a half percent, levels 8 through 10 and one and a half percent for levels 11 through 13 and where those staff would be with those changes. So, I know that's a lot to kind of swallow, and not all of this was in your packet because packet was done before I could get it done since we just met last week, but that is there for you to look at. The other thing that I gave you was the one that says job type other counties, Macon Base Pay Macon County Current. I should have put a better header on this, so I apologize that I didn't. But we gave this to the Board of Health last fall, so fall 2021 when we were looking at pay levels to see how competitive or comparable we were to other health departments. We tried to and other health departments have also tried to hire a company, a professional company, to do a salary assessment. Unfortunately, that wasn't able to be done by any of the Administrators in the state or the Administrators Association. So, we had an intern and part of our team and some other Administrators who worked together to gather that information.

Brandi Binkley continued so, you can see that if that's helpful to you in any way, you can see some ranges from other Health Departments. There is a note at the bottom that says this is only data that was submitted by Health Departments that chose to participate. This is not necessarily apples to apples. As you know, there are Health Departments of all kinds of sizes in counties that are different population levels. Health departments are never directly compared to one another because we all do essential services, but then we add different things depending on what grants we get or what type of organization we're running, et cetera. As an example, our Case Coordination Unit, the Starting Point, Aging and Disability Center, we have that here. Not every Health Department has that. So, it's not apples to apples with Health Departments, but this was what we could gather last year and so we did share it with our Board, and I just thought, why not throw it in so that you all just had it and see kind of where our pay levels were at compared to those other Health Departments that responded. And as far as percentages, I definitely understand where you're coming from as far as those higher level of staff are going to get more money if we do a percentage based. Historically, the Health Department for years has done percentages. Years and years ago and Health Department was in trouble, which thankfully we are not now, there were years we did not get a raise at all. But other than that, in my recent knowledge, we've done percentages and we've said max percent is and then the numbers. So, for example, the max percentage you can earn is 4%. I have some really strong reservations if we did alter, I'm not against changing it. I definitely am open to changing it. I want to get creative. I want our staff to feel financially stable and appreciated, but to give a lower percentage for staff that are categorized in a higher level just because they already make more. I have concerns about not just from an employee morale standpoint, and I wish Mike was here because I kind of wanted his input. There have been efforts at the state level. There have been rules that have changed in human resources where you have to remove asking about previous salary because of the discrimination

that can occur from that. And so, I am concerned I would really like to give legal input on. If we do give somebody less of a percentage simply because they already make more, that makes me concerned. Those people are in higher levels. They do have a lot more responsibility. They do have to cover pretty much every position in their entire department. And like Mark said earlier, ultimately in their division, everything stops with them. They're accountable for everything, and our level 8 are not Supervisors. 9s and 10s are. So, you've got level 8 staff who again are required to have some kind of credentials or some degree or level of education or they have to be a nurse. And I definitely, the nine and ten, I can maybe talk about if the Board felt very strongly, but we really need for those level 8 staff to also be compensated fairly. And our supervisors, the building can't run. Those divisions aren't going to run without having very competent, dedicated supervisors. And I would really hate to tell them you're getting less because you've earned being in a higher level here. So those are my concerns. One of the things I did throw on that kind of draft document was if we did a flat amount, and I don't even know if that's a great idea because I haven't had a ton of time to do a lot of research since our meeting last Tuesday. And I wanted to have this stuff that was requested from me by the Finance Committee. But I almost feel like if we're going to change what we're doing, do we do a flat number or something to still keep it as fair as possible across the board for all staff to be bumped up and supported, but not to be made to feel like they're being punished because they're a higher level and because they make more money. They're making more money here for a reason. And that's not to say they're more valuable than anybody in levels one through seven because it takes everybody of every level to run this place. I just don't want, I think the negative impact could come from breaking it up that way. Those are kind of my thoughts. Brandi Binkley continued and then, Mark, I do have more broad budget info if you want that, but I don't know now is the time to do that or wait if we're more focused on money or raise stuff right now.

Sheree Zalanka responded I think we need to at least mention the Health Fund. Brandi Binkley said okay. Sheree Zalanka continued by stating that the health funds is at 6.9 million right now. And just quickly, the proposed budget I have in the packet is very preliminary. Like, I have 4% raises in there right now, but if you change that, it's going to greatly affect these numbers. So, I didn't go far into all the other reports that I usually do. But with the 4% raise there, we are sitting at a bottom line of negative \$232,000. Since the Finance Committee Meeting, we've already had a few potential changes come through that would get us to negative \$138,000. So that would be coming from the Health Fund at the end of the year. So, if these numbers in fact were 100% accurate and we really did end up negative \$138,000, that would come from the 6.9 million, which is a very large number and can definitely withstand losing \$138,000. However, I will also say this is just a budget and these numbers vary throughout the year. It has been hard to estimate the revenue for our fees throughout the Health Department because of the impact of COVID and our services the last few years people weren't coming out to get their regular services like they always had in the past. So, estimating the fees for the Nursing Division is very difficult. So, I could be very off in my estimate there and our revenue could be higher in that division. I don't know if you have other points for the Health Fund, but 6.9 million is a lot more than we really need to have sitting there. So, we are not in a position where we don't have money for 4% raises.

Carolyn Wagner responded have we heard anything about countywide what the cost of benefit package increase may be?

Sheree Zalanka responded that the health insurance has stayed the same and the rate for IMRF actually decreased. IMRF is our retirement fund. Carolyn Wagner said got you. Sheree Zalanka said so benefits will actually be less.

Carolyn Wagner replied so you did not see any increase for the county. That's amazing. Is that a one-year contract?

Sheree Zalanka responded I do not know the particulars of that. The Auditor's office really handles that, for health insurance we pay \$9,804 for each full-time employee for every year. So, I think that just kind of encompasses the potential for rate increases and all of that.

Jeff Entler responded well, I think the budget process is probably one of the most important things that we do as a Board, and I think it should not be taken lightly. It's very, it's a very um, consuming in a process but I think we need to look at it real closely. As far as the pay increases go, I think the Health Department and the people are very important and very valuable and we should do everything we can to increase their pay. I am not in favor of a 4% increase. That is probably the maximum that the County will give out and I would not like to see us be at the maximum level we had that last year. I think in the prior two years we had some pretty substantial increases and I think we need to be a little bit more conservative with our numbers. I recommended a similar thing to what Mark described in that we compensate a certain portion and a percentage and look real closely if the percentage in reward where need be and give an average amount where need be. And conversely and I'm sure there's a few situations where people would maybe not get an increase but then on the top end to actually look at some flat amounts without percentage of increase to level things out a little bit, to balance. And I know that's a hard task and that's a hard task for Brandi. It's real easy to give out a 4% and to move forward in that fashion. But I think we need to look closely at what we do and be as conservative as we can. The COVID money and some of the resources that we've had will probably dry up in the next three years and I think we're going to have to look tighten our belts at that point.

Carolyn Wagner responded you bring up a good point because I know in my experience working at CHIC and working at St. John's there were pay ranges and when you had met the top of the pay range, then you no longer got a percentage. You got a flat bonus and that was set in place to not continually raise that pay range higher and higher and higher so that there was a huge discrepancy among the classes. So, do we have pay ranges? I know we have starting pay, but do you have top?

Brandi Binkley responded we do not. No. We have and I've been happy that we haven't because we do have people who've been here 20 something and 30 years who might be in one of the, let's say levels one through seven who end up because they've been here 20 - 30 years making more than like the base pay for let's say a level eight or nine or something just because they put in so many years. And so that's where I've been happy as Administrator that it doesn't cap for them because otherwise you know we're not - in my opinion - I do want to show them, yes, we want you here for a long time, we want you to stay here, we don't want you to leave so that we haven't been forced basically to cap them in situations like that.

Carolyn Wagner replied, I think most employers do, don't they? Am I wrong?

Brandi Binkley responded I don't know about most. I'm sure that there are some that do. I know I talked to a Health Department this morning that did talk about I think what you're saying once you get to a certain point, then you get like a flat rather than a percentage. So, I mean, I haven't seen their formula or anything, but I was trying to gather as much data as I could to have this conversation tonight. But I know there's at least one Health Department that does something like that for when you do get higher up there.

Mark Scranton responded, I know you brought it up before about being competitive or anything else, but this chart here is great, but I would like to see what the comparatives trying to entice people come here to work and that type of thing. I would like to see where we're at with these jobs. And again, it gets back to where everybody falls onto this chart at. What's a comparable County that's our size and that has similar amount of employees or whatever? And this is just counties across the state that have responded. So, this to me is very skewed information because you don't know if you're looking at Cook County in here or DeWitt County. So, your population and the number of employees and the number of jobs, like you said, you got Starting Point, you got some things that you have here that may not be in another county. I think to really give us some really good data to look at, we need to make sure where we're at because we need to be competitive. But at the same time, we don't want to be at the opposite end of the spectrum, either too low or too high. I think that's something probably pretty easy to research and come up with some numbers for the different positions. And like I said, that's what had come up in conversation. Somebody brought it up asking

about where's everybody at right now? So, if you look at their job, look at their job description, years of service, current pay that starts to get into what Carolyn saying, what you're saying, people's length service being here. We got somebody here tonight that's been here for a lot of years and where did they start out at? Where are they at now? Because you got to have a continuation of growth. But at the same time, we got to be responsible with our money. And just because we have a large sum of money in the Health Fund, it's just no excuse to just start saying, let's just keep pulling that money out because at some point we may need it for something. We may have another pandemic; we may have some kind of mass casualty type thing that drains a lot of resources. It could be, you know, IT comes in one morning and says everything's toast. We need this much money to go and buy all new hardware. We're going to have to do all this, a lot of extra hours whatever it might end up being. But we need to treat that as our rainy-day fund and make sure we obviously got a good cushion there. But I don't want to running a deficit of budget and just say, well, borrow money from over here because we've got it.

Sheree Zalanka responded well, I did mention in the Finance meeting, so I should also share here that obviously I do not want to see the bottom line, a negative number. And I look at that very closely every year and every year that I've been here, our final numbers at the end of the year have not ended up being negative. So obviously, if I see a continuation of a negative number, I am going to look into why that's happening and we're going to figure out what we need to change to make that happen. So, I just want to make it clear that I'm not okay with seeing a negative year to year. Also, it's always been recommended that we should have three to four months of a Health Fund balance, three to four months' worth to cover our monthly expenses. So, four months of the average expenses in this budget would be \$2.4 million.

Brett Jerger responded Jeff, what did you say the typical County raise was last year and this year?

Jeff Entler responded the cap was 4%. I don't know that I got a broad range.

Sheree Zalanka responded that the document that was just sent out did not specify a cap. There have been years in the past where it did, and this year it didn't say anything.

Jeff Entler replied it said nothing.

Mark Scranton responded I know I went to the meeting last year and there are some different departments that came in asking for things. I remember the judicial, the clerk, a couple of them came in wanting more and they were like, we're going to give you 2 - 2.5%, is what a lot of them got told. And they were looking at 4% as Jeff said or whatever and they were told, you guys aren't going to get that. We're going to do this. That's pretty much what we're going to do. We have the ability to come up with what we come up with. Every department manages stuff differently. It's got different costs and things like that. I just don't want to go back to the table and say, look, we just did blanket thing across the board because it was easy. And again, 4% of making \$26,000 a year and you get that versus again, it's not about punishing anybody that's making more money or anything else. It's about trying to be equitable because when you look at your percentages here and look at this chart number two, you start looking at increases in dollars, low to high end, you're given a bump in pay. Why, on the percentage side it looks like there's a big difference there. But in terms of dollars, everybody is being lifted up together. And I think that's important. And I think that sends a message to the people that are on the lower end of the pay scale that you're valued, you're important just as much as management is. And that's just again, I lead by example. When things went wrong with my business for a few years, I took a pay cut. I made sure everybody else was still getting taken care of, but sometimes you got to make some tough decisions and you've got to do what you got to do to make people feel like they're valuable.

Mark Scranton continued because this group of people here and that's why I'd like to see what the actual employment count is, those different areas, those are the people that are going to leave. Because we're looking like let's just pick one. For example, level six. Level seven, they're making seventeen dollars to eighteen dollars an hour.

They can work at Walmart right now or go put tacos together and make that kind of money. I mean, I saw something the other day, and it's for what used to be a minimum wage job, and they're now paying \$22 an hour. I had an employee that's been with me for three or four years. He comes in and says, hey, I hate to tell you, but I'm leaving. I'm like, really? I said why? He said, because I got another job offer to go work at a large corporation here in town. They gave me \$6 an hour increase. I can't afford to do that. I'd love to give a guy \$6 an hour raise, but if I do that, I got 30 other people standing in line saying, where's my money? So, I think we have to be sensitive to what we do. But these people in these lower categories, they're here ya know people have degrees and they're professionals. There's probably a smaller percentage of opportunities out there for the job market for them to go pursue. There's still a lot of people looking for jobs because they want to grow and mature in their level of education or just growing within a company. But when we get down to these lower levels, you're talking to people that are making, you are looking at four slots here that are making \$14, \$16 an hour. I can't imagine why they'd even stay here when they walk down the street to get another job making more money than that. So they are getting some benefits though, because they're getting a lot of paid holidays. I don't know how many we got exactly. They're getting Flex Time.

Carolyn Wagner responded, no weekends, no rotating shifts.

Mark Scranton responded no week-ends, 35 hours a week.

Brandi Binkley responded they do have to work weekends sometimes...and holidays..and nights.

Mark Scranton responded so, there are some other benefits beyond just the cash for the job that they may not get other places.

Carolyn Wagner responded correct.

Mark Scranton responded that it has an inherent value that's not being factored into this. Maybe that's why some of them are here. Maybe that's why some of them have stayed and they haven't gone any place else. Because they're not going to go to the box store and make the same amount of money and say, hey, I don't have to work nights. I don't have to work weekends. I got to go in Christmas Eve. Christmas holidays...people don't get to spend time with families or whatever. So, I think there's a lot of benefits that people garner out of employment here that they may not get at other places. And maybe that's part of the reason they stay. So, I asked Brandi about what's important, time with family or more money? Because I think everybody's seeking something different, and some people like to have a little bit of both. But I'd like to see where we're at in comparison to some other counties. And we've got just a small breakdown here on this what are some of these other counties doing. Low and high is a big range when we're not comparing population wise equivalent. I can't imagine what Sangamon County or Cook County is, I'm sure, probably at opposite ends of the scale, and we're somewhere, maybe in between. Or a smaller county that's got two counties and they got one Health Department. So, I don't know, but I'd like to see us continue the conversation to get more information, and I'd like to hear where everybody else is at. I'm thinking about differentials and pay at different levels, but I'd like to know where we're at in the marketplace, because if we're truly low in certain areas, then I think we need to have a conversation, say we do need and not only that, gives Brandi justification come and say, look, I caught these people, this slot, 4% is not going to work. Two and a half percent is not going to work, or I can live with this here. And part of that is given maybe more to a different segment. I don't know, but I'd like to see us get some more data. And we've got the time.

Dr. Bret Jerger responded do we have final approval or does the County Board have final approval?

Mark Scranton responded we have to vote on it and approve our budget, and then we send it to the County Board for final approval. But she's gotta do presentation in September.

Sheree Zalanka responded we don't have a lot of time if you're going to make a lot of changes. We have to have this approved at our August meeting because we present to Finance September 12. And I mean, I have to have time to make changes, too.

Brandi Binkley responded yeah, the whole budget is contingent upon whatever's decided with pay, obviously, and fringe.

Jeff Entler responded so it's got to be done by next meeting. Sheree Zalanka responded we really kind of need an answer tonight honestly.

Jeff Entler responded why do we not have until the next meeting?

Sheree Zalanka responded why what?

Jeff Entler responded why do we not have until the next meeting? The 30 days?

Brandy Binkley oh, we do. I'm sorry, I might have misunderstood what you asked. I was just saying we have to approve of the next meeting in order to get it ready for September 12th. Sorry, I misunderstood.

Mark Scranton responded okay, well, obviously we need to have another Finance Committee Meeting between now the next Board meeting, so we can maybe hammer out some of this stuff. And make some recommendations on these.

Cody Parks responded where it says low and high. I know what they mean, but can't you call the other counties and ask not low high exactly. What is your blah blah, blah make? What's the high? What's the low? I mean, will they share that information? It's public record, I'm sure.

Mark Scranton responded it's public record. You can look it up.

Cody Parks responded and said I know, but instead of just guessing what they are can you just say here is Sangamon County, here is Christian County. Here is what this person makes, here's what this person makes, ya know.

Brandi Binkley responded so when we did this last year, there is data that's already gathered that would have been current I think it was like September of 2021. For me to be able to take on the task of calling all these Health Departments and then that tasks their staff to do a bunch of work to get all of that to me. We have 89 open positions, and they are categorized, as you can see. So, I can definitely gather everything that I have and do as many phone calls and everything as possible, but I don't know that we'll have a full-on salary assessment done within let's say a week or something. I don't know – I'm being completely honest. I can make a lot of things happen, but to have that be all updated, I don't know if that's realistic in our timeframe, but I can definitely get you everything from that last September. It's just in a lot more detail. There's a ton of pages of a spreadsheet, but I can definitely compile that. To your point, Mark, if you want to do like a Finance Committee Meeting, I can definitely bring that and make it as concise and simple to review as possible. But we can go over that in a lot more detail together. I was just trying to bring you what I could tonight without making it even more complicated than it already was. But I can definitely get you all of that so that you can review to help make that decision to see where we're at.

Carolyn Wagner responded but I think we're talking about two different things here. I think we're talking about do we need to have a review of all the wages and see where we are in the marketplace for entry and cap? And then we have a separate issue of what to do right now this year for a merit raise. But I think they're two separate things.

Mark Scranton responded well, what Cody is asking for is a lot for Brandi to try to do and that's why I said let's get some numbers from comparative counties. And that's done pretty easily. It's public information. It's not that hard to

look it up. But you need to have these job types that go through and say this is what these are. But if you get in your sections of what you've got for these people from a supervisory standpoint, you're calling it level eight or level nine and level ten. You got them broken down here. You got a pretty wide range there, 30,000 to almost \$70,000. That's what the Supervisor II \$30,000 to \$190,000. So that's really skewed information. I think we need to have, a half a dozen counties or so that would be comparable size, population and staffing because obviously everybody's running, like I said, different programs, but the staffing is comparable. I think that would give us a good snapshot for the Finance Committee Meeting to have that printout employees, years of service, pay. Because again, how long they've been here, the job description, and what category those it. Because if you tell me that so and so does this particular task. I have no idea where they're out on this level here. I think we had that information to break down to the Finance Committee Meeting. We could probably streamline this quite a bit and then we can come back and anyone from the Board wants to come to that, of course, is welcome to come. But if we did that, then I think we can kind of make a decision and make a recommendation for the rest of the Board to have and then Sheree can take that information and get things kind of tightened up with the budget for next month's meeting. Because it's a matter of plugging some adjustments. They've already done this with the information that came from the meeting last week. She's already put that information in or what it's going to be. And you might come back, Sheree, and say collectively, this is what the total dollar amount is. If we went with these percentages, how does that impact the overall payroll over the course of the year? Maybe that's where the changes need to be. And one more thing to throw into this conversation, it's budget related. We talked about this issue with security, so to enlighten the rest of the Board, Brandi found out we've got to do things differently on the hire back of how we're treating things with the County employees coming back and working in security and stuff so. He had a conversation with the sheriff, and I ended up having one the other day. We both ended up talking to him after we had a meeting. And I guess, correct me if I'm wrong, but basically what the sheriff said was he needs to have a job description, hours required for service and that type of thing, and then they come back with a couple of options. We could make a contractual agreement. There are some things that have to be done with that, but then we also can look at what we can and can't do. He said we can't use retired law enforcement. I know that's one of the things we talked about that I thought was really a good possibility, but retired law enforcement has no way to communicate directly with law enforcement on the street. They cannot legally carry a gun, even though they could still have a concealed carry on them. But for sake, law enforcement, they can't. And they also don't have no arresting powers. So basically, since what you're doing is you're paying for a really expensive security guard.

Jeff Entler responded it's not a good value.

Mark Scranton responded yeah; you go hire private security companies. So that's one thing I wanted to make sure we covered tonight. That if you could put together what your requirements are...what your expectations are. We can give that to him because he says depending on how you do it. They'll make a difference on how they can put that together with somebody that's in the golden years and wants to take this job now. You're paying for one of the highest people to fulfill that. So, we have some options on how we can move forward with that. But I know that's one of the problems in the budget that was brought up, that we're going to pay a lot more money out for security that we didn't have to before. If we get the right recipe for that, that may be another way to reduce that bottom line deficit. So I wanted to bring that up before I forgot about it.

Brandi Binkley responded one really quick thing, too. I know that Carolyn did email me this morning about the extra information about staff and the positions and all that. So we'll be working on getting that to all of you. But kind of in the interim, just for your info, if you were reviewing all of this. I know, Mark, you mentioned not knowing where people fall in the different levels. The sample job titles on the pay grade scales – that will show you where people fall. I'm still going to give you the more detailed info. And a lot of what that was that Carolyn requested for the Board, we already give to the County. So, we're already working on that. So that works well. But just for right now, for your purposes,

before we get that additional info to you, you can kind of see in here, without people's specific names, what job titles fall in there. And I believe that either has every single job title, or really close to it. So, that can at least try to give you an idea. And then when you do look at our vacancies list the one with the highlights on it, more than double those are level eight positions. That is the one that we do have the most trouble recruiting, retaining, and paying a comparable salary to. Just so you know that and then Mark's point about security, of that number that Sheree quoted, the 232 that would have to come from Health Fund in this currently drafted budget, that would be lower already. We found out we're possibly getting an additional \$15,000 for our Local Health Protection Grant. We may be getting a Delta Dental Continuation grant, which I think is 63 or \$68,000.

Sheree Zalanka responded \$86,000.

Brandi Binkley responded how much? Sheree said \$86. Brandi said oh I flipped my number - even better. And then \$106,000 something of that number is that security to have in front is what we've been paying those deputies on a hire back at time and a half. And I do appreciate, Mark and Jeff, that you've already started helping with that, because we did try to get a Macon County Deputy assigned to the Health Department back in 2019, and the cost was going to be very significant. It was going to be over \$100,000 for that person, and they would not promise us any coverage. So they said it was like a senior level officer that, let's say they had four weeks, five weeks of vacation...they're obviously going to be out of the building a lot, and they would not commit to sending someone in their place. So, then we were paying potentially over \$100,000 to not have coverage for a lot of days of the year. If that person was sick, they wouldn't send coverage. So that was under a previous leader in the sheriff's department. So, I'm really hoping, especially with the Board's advocacy and that we can come to some kind of agreement to have somebody here, because I'm sure you all have concerns about our staff's safety, just like I do. And so I appreciate that the Board has been supportive of that and will continue to be, but that is a significant chunk of that amount of money that would coming out of the Health Fund. And I do feel pretty strongly that if we're going to invest the money from the Health Fund, that would be a very appropriate way to do it, as would the salaries for our staff.

Mark Scranton responded, and the Sheriff said he's very supportive to do whatever he can't help us. He did explain to me I don't know if he told you this or not Jeff, but he did explain to me not all county buildings are equal. So, for example, the courthouse, because they have the jail and court officers, that falls under the sheriff's umbrella, whereas the county building where all the offices are at, that's a totally different thing that's not under their jurisdiction. So, they're in the same boat, basically, that we are here. It's a county building, and they will do what they need to do, but they don't get the benefit of being under the umbrella of the sheriff's department. So, they have the same situation there with how they have staff that over there. I know those guys are there from the time it opens until closes. I've seen what they're there when there's meetings at night, County Board meeting, Committee meetings, whatever. There's always somebody in the building for that. So, they're dealing with the same issue. Of course, you got multiple departments in that building, so I don't know how they divvy up the pie, how it gets paid, I don't know if it through the Building Commission or how they do that, but I did want to bring that up. So we are working on that. And if you get a description and hours of service, that kind of thing, we can forward that to him and then see what he might be able to come up to accommodate for that. Maybe we'll get what we need, maybe save some money at the same time.

Brandi Binkley responded I do have that on my list.

Mark Scranton responded okay, anybody else got anything? For right now? Do we want to set a date for the Finance Committee meeting tonight?

Jeff Entler responded sure.

Mark Scranton responded are you guys okay with doing that or do you want to think about that or check your schedules?

Jeff Entler responded we might need two.

Mark Scranton responded that next month's meeting will be on the 16th, is that correct, Brandi, does that sound right?

Sheree Zalanka responded yes.

Mark Scranton replied okay. So, we would need to meet on, to give staff time to prepare to do everything. I would like to see us, we have two and half weeks, by no later than August 8th. Is that doable for you guys?

Sheree Zalanka responded we would like to respectfully request the week before that, if we can.

Mark Scranton responded okay; I totally get that. I'm sure trying to give you guys time to do what you gotta do now.

Sheree Zalanka responded I honestly would like to do next week if we can.

Mark Scranton responded I definitely can't. I'm not available next week. I don't know if we can get the information together at that time. We can do August 1, that's a Monday. Mondays are bad for everybody; Mondays usually are but.

Candi Clevenger responded I am out that whole week.

Mark Scranton responded the whole week the first through the? let me check on something, I might be able to do something. Because if we meet a week from today, I don't think that's gives you enough time.

Dr. Minnaganti responded I am going to have to go.

Mark Scranton responded okay, thank you, doctor. Appreciate ya.

Brandi Binkley responded do you want to just email, because I think there's also some conflicts. Well, we'll see what maybe the three of you have and then figure it out with our schedule. But I do think Sheree and I both need to be there. I want to make sure that it is a day that we're both here.

Mark Scranton responded Jeff, do you have anything?

Jeff Entler responded I am free. I can push.

Mark Scranton responded what about that latter part of the week. Candi, is there anything that's got to be...I got an event that I am involved with that is a three-day deal? There's no way I can get myself around that.

Candi Clevenger responded Wednesday morning is good. Mark Scranton said Wednesday is about the only day I'm going to have next week without putting...

Brandi Binkley responded I cannot do that day. I'm not trying to be difficult. Candi, I really want you, but that's like the August 1 or I guess later next week.

Mark Scranton responded okay, you guys check your schedule, Brandi and Sheree, see what your availability is, that first week of August then because I don't want to put it off til the following week because that gives you guys less than a week to prepare. So, I'd say either the first or the second. If we, did it by the second, that gives you guys two weeks before the Board Meeting.

Brandi Binkley responded yes, we do have the whole budget obviously changes when we put in a change to salary, so Sheree will definitely need enough time to do that before if you're wanting the final product.

Mark Scranton responded your numbers on everything else in the budget don't change. It's just the payroll part, right?

Sheree Zalanka responded yeah, but the payroll goes into every page, every section, and you're going to change everybody up at different amounts. That's a lot of calculating.

Brandi Binkley responded we just want to make sure, again, not trying to be difficult but just to communicate to you kind of on our end what we will need and in a timely fashion to be able to actually make by August 16th. Mark Scranton asked if two weeks give you enough time?

Sheree Zalanka responded well, the problem is I have a vacation, a week of vacation planned.

Mark Scranton responded when?

Brandi Binkley responded I'd like to uphold that because she hasn't had time. Sheree Zalanka said I'd like to spend time with my kids before they go back to school.

Mark Scranton responded no, I am not saying no. I am asking what time.

Sheree Zalanka responded I was going to be off the 8th through the 15th.

Cody Parks responded can you shorten it to maybe one day? People laughed. Sheree Zalanka said I mean I do that all the time for this place, so yeah.

Brandi Binkley responded I would really prefer that she doesn't because like I said she has not been able to have time.

Cody Parks responded I am just teasing.

Mark Scranton responded can we do the first, and then you got the whole week? Does that give you enough time to get that done?

Sheree Zalanka responded I can make that work, yes. I have other responsibilities, obviously, but I can make it work.

Mark Scranton responded everybody has a conflict the week before of some type. Okay, let's tentatively shoot for August 1st then, and we do it early so that way we can go through it, and then that way you got some numbers to work with.

Jeff Entler replied 9:00 again? Mark Scranton responded I'm okay with doing earlier.

Jeff Entler responded I would be, too.

Mark Scranton replied okay what time would you want?

Sheree Zalanka responded whatever.

Mark Scranton responded what time are you normally here?

Brandi Binkley responded we are here early. I think we can make 8:30 or 9:00 work.

Mark Scranton responded okay let's make it 8:30 then.

Brandi Binkley responded we could make earlier work, but I think that would be best for all staff support.

Candi Clevenger responded can I do it virtually.

Brandi Binkley responded we can't do the full meeting by Zoom from what Mike has said, but if during a meeting, a Board Member can be allowed to attend via Zoom if they are absent for certain reasons, and then if there is a vote, they can only be present with a vote, like, allowed by the rest of their Board Members to be attending in that capacity. So, Mike told me there has to be a vote during that meeting to say, yes, we're okay with Candi joining through Zoom, and you would just join like this.

Candi Clevenger responded I may adjust my schedule to attend via Zoom, but I will be in North Carolina.

Mark Scranton responded we're going to discuss and make recommendations. I mean, we're not going to vote on officially because it's got to be given to the rest of the Board to actually vote on.

Brandi Binkley responded well, and just as a reminder, usually we do have the Finance Committee vote on the agenda or budget before it goes to the full Board. Historically, what we've done is we do that final Finance Committee vote on the night of the Board meeting or earlier in the day is what I mean because our meeting starts at 5:30.

Mark Scranton responded you bring up a good point. We're going to have to do that because we're going to have a committee meeting to discuss where we want to end up on the pay. She's going to take that information, plug it all in and then come back with the budget that the Finance Committee is going to have to review it and approve it. So, if we got to do that, I want everybody on the Board to have it obviously week or so ahead of time. So, whenever she's got it done, she's going to be gone on vacation there's no reason you can't set up for the Board to have it to review. And if there's any questions, then they'll have to let us know before we have the Finance Committee Meeting that night. I mean there is no other way to do it. We can't have the Board sign off on something that she hasn't done yet. So there's no way we can vote on it before that. At least the Finance Committee can't anyway. You know what I am saying does that make sense?

Brandi Binkley responded as far as that final Finance Committee Meeting; do we want to hold that earlier the day of the 16th in advance of the Board Meeting? That's what we've done historically. It doesn't mean we have to do that. But is that what the Finance Committee would like to do? Just have your final vote? You obviously will have seen it, so I would think we could do it at 4.

Mark Scranton responded I just want to make sure the rest of Board has it in advance to look at.

Brandi Binkley responded they would have it in the packet. I would assume it would go out at least that previous Friday.

Mark Scranton responded but I'd like them to have it a bit sooner than that. If she's already going to have it done before she is gone, she's going to have it done by the 8th.

Brandi Binkley responded to Sheree; do you think you have it done before you are gone?

Sheree Zalanka responded sure; I'll make it happen.

Brandi Binkley responded yeah; she would send it out after we meet on the 1st.

Mark Scranton responded right, right.

Brandi Binkley responded she could get that done.

Mark Scranton responded that way the time to review it in case something does come up earlier. But I'm okay with that. Jeff are you okay with that, if the Finance Committee meets for recommendation on the budget prior to next month's Board meeting?

Jeff Entler responded sure.

Mark Scranton responded I don't want to do it early today because it's going to bust the day up. So, we want to do it at 4:30, 4:00, whatever time you think we need to have to go over it. If we've already got everything, she's given us information. I can't imagine it being a very long meeting.

Brandi Binkley responded I am good for that day at whatever time the Finance Committee would like to come, but it is considered an open meeting. We have to post and everything. So, if you all just want to tell me for sure what time you want to do it and that's what we'll do.

Mark Scranton responded okay.

Brandi Binkley responded yeah, I agree, Mark. We usually do it immediately, in advance, so I think that would be per our usual.

Jeff Entler responded so 4:30?

Brandi Binkley responded if you think that's enough time, that's completely fine.

Adjournment

Mark Scranton responded to Jeff Entler, and you're bringing pizza because we don't have to time for dinner. Okay, anything else? Does anybody want to bring up? Mark Scranton said motion to adjourn. Cody Parks seconded.

Susan Hertel responded you don't need a motion to adjourn, isn't that what Mike Baggett said?

Brandi Binkley responded yes, if all the business is done.

Brandi Binkley responded, please leave your closed meeting minutes on the table and we will shred those due to confidentiality.

The meeting was adjourned at 8:41PM.

Respectfully Submitted,

Susan Hertel
Administrative Assistant

President: _____

Secretary: _____

Date: _____