

Macon County Board of Health Meeting
Macon County Health Department WIC Conference Room
1221 E Condit Street, Decatur IL 62521
January 18, 2022, at 5:30pm

Vivian Goodman, Board of Health President, called the January 18, 2022, Macon County Health Department Board meeting to order at 5:31 pm.

Vivian Goodman called the meeting to order. Roll call completed.

Roll Call

Vivian Goodman, President – present
Mark Scranton, Vice President – absent
Jan Hack, Secretary – present
Sue Krows, Treasurer – absent
Candace Clevenger – present
Jeff Entler - present
Debbie Hill - absent
Dr. Bret Jerger - present
Dr. Venkat Minnaganti – absent
Cody Parks – absent
Dr. Janet Patterson - present

Health Department Staff in Attendance in Building

Fred Book, Information Technology Support Specialist Assistant
LaKeeya Funches, Accountant
Marisa Hosier, Director of Health Promotion and Public Relations
Karen Shiflett, RN, BSN, Director of WIC/FCM
Bethany Stapel, MPH, CPHA, Assistant Public Health Administrator
Kathy Wade, Director of Environmental Health & Emergency Preparedness
Genni Mahoney, Administrative Specialist

Health Department Staff in Attendance on Call

Brandi Binkley, MPA, SHRM-CP, CPHA, Public Health Administrator
Rachel Deerwester, Director of Clinical Nursing Services
Teresa Edwards, Director of Starting Point
Lindsey Munsterman, Assistant Director of WIC/FCM
Evan Trimby, IT Support Specialist
Sheree Zalanka, Chief Financial Officer

Public in Attendance

Mike Baggett, Assistant State's Attorney
Tasha Cohen, Whit's End Restaurant
Tina Blazier, Whit's End Restaurant
Alyssa Meisner, WAND TV 17
Eric Ahola, WAND TV 17
Donnette Beckett, Herald & Review

Approval of Agenda Topics

Vivian Goodman asked if there were any changes to the agenda topics. Bethany Stapel asked if email addresses could be added to old business. Jeff Entler moved to accept the agenda with the addition of email addresses to old business, and Dr. Bret Jerger seconded. Roll call completed. All votes were yes. Motion carried.

Legal Questions for Assistant State's Attorney

Vivian Goodman stated that the Assistant State's Attorney Mike Baggett was present and needed to leave early, so if there are any legal questions they should be asked now. No questions were given.

Public Comments

Tasha Cohen and Tina Blazier - Whit's End

We are only going to take a moment of your time. We watched that video from the last time from the 21 meeting and we were quite distressed. We wanted to make sure that you guys know as well as the community that we are meeting the stipulations. I think there might have been maybe a few miscommunications, but we are working very hard. One of the things that we were cited was the food temperature logs and Kathy Wade came out last week and went over them with us. Yeah, and I think what happened was there was a combination of her not understanding the way that our staff was filling them out. They were doing them differently than she thought they were. We did struggle with how to implement them the very first week. So, the very first temperature logs were correct, but that's one of the things that was mentioned. The other thing that was mentioned was the three-hole sink and we wanted to make sure we had the records straight on that. Since our ownership in the 90s there had never been a 3-hole sink. There was a commercial dishwasher only.

So, we weren't aware that was even an issue until December 15th. I'm sorry November 15th when they came for an opening inspection, and we were given 30 days to put it in. We did struggle with that a little bit due to limited space and limited resources.

It was hard; the plumber promised me it would be in on December 15, and it was not in. It was very stressful. We did in fact talk with the plumber during the inspection and with Kathy Wade by phone and Tom have promised us it would be in Monday morning. It was operational Tuesday morning the 21st. So, during the meeting when it was said that the sink was not operational, the next day, the Health Department Inspector came in and looked at it. So, it was noted in the previous inspection that he was coming on the 22nd, so we were kind of distressed about how that whole miscommunication had happened. But it is in now. We also the most important thing that we want to talk about and we are running out of time is that we have been treating for pests the whole time. Since we have taken over there have been no pest sightings by customers or staff. We have been forwarding the monthly invoices. We had everything ready at our initial inspection and none of it was asked for. We did not realize that they wanted us to mail it, so that was probably our fault also miscommunication...misunderstanding honestly because we are treating monthly, we have worked so hard to clean up the restaurant. We have also worked hard in to improve our staff. Everybody there is certified now. We have multiple certified food protection managers each shift as required by stipulations and we really want the board and the whole community to know that we have really worked hard and don't be afraid. Please come to the Whit's and eat. We've really stepped up our game. We think that we have a good thing going on and we just want to thank the Decatur Health Department and the Board for giving us out opportunity to reopen.

You know, we really want to make sure that we do things right and comply with whatever you guys need. It was really nice that Kathy came. I think that really helped a lot when she came and talked with me and our head chef about the temperature logs. We think it took away a lot of the stress on both sides. You know she was worried about us not doing it right and we were worried about not doing it right. I think that we're all on board at this point so, but we just wanted you to know where we stood, and you know we were a little disappointed when we heard the last meeting. We just kind of want to set things straight you know.

We also know for our part that we are forwarding those monthly invoices now. In fact he comes tomorrow, tomorrow's Wednesday. Once a month on Wednesday Orkin comes. Then they email me the invoice and I'm now forwarding those, along with us submitting a weekly documentation directly, as well, on our cleanliness, how many managers are there, testing of a dishwasher, cleaning activities. We have amassed a huge amount of documentation. We actually

came up with some documents you guys didn't ask for that we thought would be beneficial for you to know. We are just trying to make sure that it's well communicated.

Does anybody have any questions for us or concerns while we are here in relation to the restaurant or anything that we're doing. We want to thank you so much for your support and your time and we want to thank the Health Department staff and that's really it. Thank you for your time. We appreciate you all.

Vivian Goodman thanked Tasha Cohen and Tina Blazier. Other Board Members thanked them, as well.

Vivian Goodman then stated that she had several public comments to read and she confirmed that Board Members had them in front of them, as well. Community members have been assured their comments would be read during the Board Meeting, so Vivian asked for everyone's patience. *(Please see all public comments emails at the end of these minutes.)*

Approval of Previous Meeting Minutes: Board of Health Meeting December 21, 2021

Jeff Entler moved to approve the previous meeting minutes for the December 21st meeting, seconded by Dr. Bret Jerger. Roll call. All votes were yes. Motion carried.

Board Education

Succession Planning – Unplanned Absence of the Administrator

Bethany Stapel explained that this is our January calendar item for Board training. If the Public Health Administrator is absent, including unexpectedly then she, the Assistant Public Health Administrator would be expected to cover. Bethany explained that she has the required qualifications by law for the role. Brandi Binkley and Bethany Stapel ensure keeping each other as updated as possible on an ongoing basis for adequate, immediate coverage if anything would ever come up.

OMA/FOIA Update

Bethany Stapel explained that as far as she knew there is still not the formal training posted on the Attorney General's website. MCHD staff are not sure of any formal training given by the State's Attorney's office at this time. The Open Meetings Act is available online that can be read. This gives a lot of detail about what Board members would need to know and can be reviewed online. Jeff Entler asked for clarification on if the Open Meetings Act was posted. Bethany Stapel responded that yes, the Act itself is available online but the Attorney General's training – she was not aware that had been posted yet.

COVID-19 Update

Bethany Stapel explained that as we discussed last month, the COVID numbers continue to go up, and we are still in the midst of a surge in cases. Omicron is thought to be 2-3x more transmissible than Delta was. Bethany Stapel explained that we continue to communicate with our healthcare partners locally of what they are seeing with Omicron activity. The confirmed numbers from the State that have been sequenced as Omicron are still relatively low. Jeff Entler asked when the first case of Omicron was reported in Macon County. Bethany Stapel responded that she couldn't recall the exact date, but it was the date, or around the date of that Friday press conference about a week or so ago.

Presentation and Acceptance of Financial Report

Sheree Zalanka stated that we are in the 1st month of the fiscal year which means 8% of the year has passed. Ending Fund Balance is at 4.9 million with a total Revenue of \$656,000 which is 9.6% into budgeted revenue. Total expenditures at \$800,000 which is 11.5% into budgeted expenditures.

Vivian Goodman asked if anyone had any questions for Sheree. Vivian Goodman then asked for a motion to approve. Candi Clevenger made the motion and Dr. Janet Patterson second the motion. All votes were yes. Motion carried.

Presentation and Acceptance of Expenditures

Vivian Goodman asked if there were any questions regarding the expenditures. She stated they were in the report and everyone had a chance to look those over. She asked if anyone had questions. There were no questions. Vivian then asked if everyone had a chance to look at them and some Board Members responded yes. Vivian Goodman then asked for a motion to approve. Jeff Entler made the motion and Candi Clevenger seconded the motion. All votes were yes. Motion carried.

Grant Application for Review **Discussion and Action for COVID-19 Response Grant 2022-2023**

Bethany Stapel explained that this grant is very similar to the contact tracing that you might recall Brandi mentioning a month or two ago. There was funding that was going to be coming that you know, kind of, broadened the scope beyond contact tracing. Bethany Stapel explained that we didn't necessarily have to include this in the grant application for review since it's so similar to the funding we've already gotten; however, since it's technically a new grant we thought we'd run it through just to be as thorough as possible.

Vivian Goodman asked for clarification on if this needed approved and Bethany said yes. Vivian then asked the Board if there were any questions. Jeff Entler asked if we had any idea on what the ballpark range might be.

Bethany Stapel asked if Sheree remembered off the top of her head what that dollar amount might be, is it the \$375,000?

Sheree said it was around 300 something but she can look though and let them know. Dr. Patterson asked and pointed out that the grant application for review was provided in the packet.

Bethany Stapel responded that she was sorry, yes, it's included in the packet. It is the \$375,000. Bethany said it kind of goes through the benefits to the community, there's no match required, no direct cost, etc.

Dr. Janet Patterson asked if this is the grant we were waiting on and not sure if we were going to get around budget time?

Bethany Stapel responded, possibly, because they were kind of changing the contact tracing and what that might look like and trying to broaden.

Dr. Janet Patterson asked if this is what we were anticipating? Bethany Stapel responded possibly, that might have been.

Sheree Zalanka chimed in that at budget time, we were still waiting to know what would come with contact tracing and mass vaccination grant so there had been some discussion of maybe that grant or maybe changing things up a little. Sheree Zalanka explained we didn't necessarily know this was coming at budget time, but we didn't know what was going to happen.

Dr. Janet Patterson asked if this is just the application or if we got approved for this? Bethany Stapel responded that we have not, we have the application currently to work on.

Brandi Binkley added that this is a non-competitive funding opportunity as long as we fill out the application then we are guaranteed to get it. It can be used for other communicable diseases in addition to COVID. Brandi Binkley further explained that we didn't have to bring it, but we just thought as a best practice to keep you informed and as long as we apply, we get the money, it's already been allocated to Macon County. Vivian Goodman asked Brandi Binkley if she wanted the Board to vote. Brandi Binkley replied, vote to approve if the Board wishes to do that.

Vivian Goodman asked if anyone had any questions. Vivian Goodman then asked for a motion to approve.

Dr. Janet Patterson made the motion and Jan Hack seconded the motion. All votes were yes. Motion carried.

Department Division Reports

Vivian Goodman stated that the Department Division Reports were in the Board packet and she is not sure if staff are on to answer questions, but all of the information is in there about the great work staff are doing. Bethany Stapel stated that she believes staff are still on as long as they can still hear. Vivian Goodman asked if any Board Members have any questions about any of the reports. Kathy Wade added that the Board does have a new, updated number list for Environmental as of today with current numbers.

Employee Recognition

Vivian Goodman read the Anniversaries for January. Vivian thanked them for their service and congratulations on their anniversaries.

Old Business

Vivian Goodman asked Bethany Stapel if she wanted to do the emails first. Bethany Stapel gave a reminder to transfer over to the maconchd.org. mail addresses. Email addresses will be going on the website this week so please get them transferred over by Friday if Board Members could so that they have access to any communication from public or staff. Bethany continued by stating that if Board Members prefer not to use the new email for any reason, please let MCHD staff know so that the BOH email can then be forwarded to their personal email or work email.

Discussion and Action for Appointments to Committees

Vivian Goodman stated that she did not have personal emails of committee members to reach out to them to see if they were willing to serve on a committee. She wanted to use Board of Health email to reach out to them.

Dr. Brett Jerger asked how many spots were available. Brandi Binkley asked for clarification of the question. Bethany Stapel stated that she believed there was only one outstanding which was Cody Parks and (they were voting Cody if he agrees to the Nomination Committee). Jeff Entler agreed. Brandi concurred that this was the only opening left.

Discussion and Action on Environmental Health Permit Fees

Brandi Binkley stated she added this because last month the Board asked to look at the environmental fees. Brandi stated they were added to the Environmental Health Division report. Brandi stated that she does not know if the Board wants to take any action on those tonight, but included it since it had been requested to be included and the Board can discuss and take action if they so choose.

Jeff Entler asked Kathy if she felt that these fees were right in line. Kathy Wade stated that the fees on this sheet (other than Cottage Food and Mobile) have been set for about five years. Kathy does not feel that this is the time to change the fees. She stated she feels they are struggling enough right now as is that if fees are raised higher, they may just close their doors for good. Kathy asked the Board to also keep in mind that permit renewals just came back in , so there is time to look at this maybe later on in the year. She said she did just take a peek at some surrounding counties of similar size and MCHD is pretty much right across the board with them right now. Jeff Entler stated that is good to know and was going to be his next question.

Vivian Goodman asked if there were any questions and there were not. Then Vivian asked if the Board needed to vote on this. Brandi stated that only if the Board was needing to make changes, then the Board would need to vote. Brandi stated the Board should let her know if they feel in the future they want to revisit. There does not have to be a vote to keep them current.

Update on Whit's End

Kathy Wade stated that Tasha and Tina did a pretty good job explaining what they did. Kathy stated that once they got the certified letter, they did reach out to her via email stating they had a misunderstanding about what they thought they had to turn in to MCHD (weekly versus monthly). Kathy stated she sent the stipulations to them again to make sure they did know it was in there and a responsibility. They have done a good job getting everything in every Monday and Kathy stated she tries to review it as quickly as she can. Kathy stated she did have a question about some temperature logs. The way the form is filled out is based on which staff member fills it out and that was very confusing to Kathy. She went out there last week and went over the temperature logs with the kitchen manager to ensure they are filled out correctly and hopefully now everyone is on the same page. Kathy said they went over other things and it was a really good visit. Kathy Wade stated that she mentioned to Whit's End owners that if they needed help training staff, we would be there to provide that.

Vivian Goodman asked if there were any questions.

Jeff Entler said he was glad they were here and how they stepped up to explain things. Jeff stated we now they are watching the You Tube video, he is sure they are aware of the gravity of where they are at, so they really need to stay on task and not miss any deadlines like they appear to have before. It's a great job of working with them to make sure they are brought up to a healthy level and doing their job. Kathy Wade did confirm that the paper trail is significant.

Discussion and Action on Covid Press Releases Regarding Frequency - Daily versus Weekly

Vivian Goodman stated that she asked Brandi to add this back to the agenda because there have been numerous complaints and the Board heard some of them during public comment. Vivian Goodman stated that there has been information on Facebook and social media and comments in the community. Vivian stated she voted against it and she and Candi Clevenger were adamant about keeping it the way it was. She stated she would propose taking it back to giving the daily reports at least Monday through Friday. The community deserves this information and it's important that they have it, especially now with the COVID surge and way it is. Discussion can be opened if anyone has any.

Dr Janet Patterson asked, since she was not at the last board meeting, the reasoning of the change. Was it due to staffing issues, support, or was it primarily that some just did not feel the information was needed? Was there a funding cut to be able to support a position?

Vivian Goodman stated that a Board Member felt they were inundated with information and some other people they knew felt the same way. Dr. Patterson asked if it was this public comment that brought it to the forefront and it didn't have anything to do with adding extra stress to the health department financially or man power-wise.

Candi Clevenger stated this was not a recommendation by staff to do this. Dr. Patterson said that is what she got from the minutes, but wanted to make sure.

Marisa Hosier, Director of Health Promotion and Public Relations, stated that it took more time doing the numbers on a weekly schedule than a daily schedule.

Candi Clevenger stated that she did not think there was any feedback from staff that they wanted it that way. She believes it was all Board decision. She stated it was a little confusing because she feels that the Board went overboard on their responsibility because before the Board has never controlled the information that went to the public.

Jeff Entler stated in fairness to what was done, the timing was terrible but the intent was well-founded. It was probably an hour discussion the Board had previously, it was not something that the Board did off the cuff without discussion. It was voted for in a majority, but the timing could not have been worse. When people make mistakes, there are times you must look backwards, and must make it right. He said he thought the Board needs to revisit in a couple of months, and they certainly have their feedback that says a lot. Jeff Entler asked if anyone else received any emails, or correspondence, or discussion?

Vivian stated a lot of the discussions were about this.

Brandi Binkley asked if she could make a comment – Brandi stated that MCHD did receive a significant number of comments from the public, some who did not wish to make public comments but were upset. These comments have a negative impact on the staff because of the assumption initially by a lot of the public was that we made this decision and that the Health Department is being neglectful and irresponsible which is a lot to swallow of course when staff have been working so hard to do everything. She stated that her input as the Public Health Administrator and she put this in her board report as well. Brandi said it can definitely be revisited in some months, but she kindly requested to the Board to trust her to make this decision moving forward based on everything that she has used up to this point to make this decision. She cannot say that she's done it perfectly every single time or that every decision she has made has been perfect. She stated that she certainly does answer to the Board and look to their guidance for what to do, but staff look at what is happening with numbers; they look at what other counties are doing; they look to the guidance of the state; they look at what the public is looking for. Brandi stated she is also extremely empathetic to her staff and the workload that they experience and have been experiencing for two years now. Brandi stated that her ask as the Administrator would be that the Board trust her to make this choice and of course she will always listen to the Board if they feel like it is time to shift, but she does think things can change and change very quickly and staff cannot always wait for a Board vote on things. Brandi stated that she just asks - especially for this particular item - to be able to make the choice if and when needed and how it should be done with respect to the Board and their feedback, as well. Brandi thanked the Board.

Vivian Goodman said so as for now as she said earlier, she proposed that the Board reverse this, and she stated she did not want to be the one to make the motion.

Dr. Janet Patterson responded that she would move that MCHD go back to daily reporting as it was previously and that the Board allows Brandi the opportunity to make changes as she sees fit with reporting the numbers.

Jan Hack then seconded the motion and Vivian Goodman called for a roll call vote.

Jeff Entler then stated he would like a little bit of discussion. Jeff stated he is real comfortable with that. He stated he would like to do something to revisit that in 60 days and he stated he thought Robert's Rules of Order would probably call on him to amend the motion. He stated he thought, and may need somebody to help him out, that he'd like to make it sunset in 60 days or not make it say sunset, but say visit it with discussion in 60 days with Brandi and the Board. Dr. Bret Jerger asked if that would be March and Jeff Entler said or April.

Candi Clevenger then asked if there really needed to be a motion like that because a discussion like this can be brought any time. Vivian Goodman said all they have to do is ask for it to be put on the agenda. Candi asked if the motion really needed changed. Jeff Entler stated he was okay with that.

Brandi Binkley stated that that it can be added whenever the Board wants to. She stated she would tentatively plan for March or April. They will add that to the agenda right now. She stated that if it needs to be revisited sooner, it can be added at any time, as well.

Vivian Goodman asked if Jeff Entler was okay with that and Jeff Entler responded that was good.

Vivian Goodman stated there was a motion and second on the floor to go back to daily reporting and asked for roll call vote. Roll call completed. All votes were yes. Motion carried.

Vivian Goodman said she would like to openly, public, apologize to first MCHD staff for taking that privilege away from them, as well as our community because it should not have been done but now it is fixed so, she asked them to please accept her sincere apology.

New Business

Discussion and Action of Media Representative for the Board of Health

Brandi Binkley asked if they would like her to do this part and thanked everyone for being flexible with her joining virtually tonight. Brandi Binkley stated that this was asked to be added to the agenda by Mark Scranton. She stated

she knows there were some media requests for Board Members, and he just basically wanted to discuss who the media representative would be for the Board of Health. Brandi stated she did not want to speak for him, but she did want to let the BOH Members know where that originated and then of course it is up to the Board on how they would like to proceed on discussion surrounding this.

Another Board Member asked what this was.

Vivian Goodman stated she thinks it all came up after last month's meeting and the media reached out regarding the vote that was changing from daily to weekly.

Alyssa Meisner from WAND-17 Media stated that Mark Scranton even told her that when she reached out that there was no media representative so he could not speak to her because he was not the official representative of the Board, but he wanted to figure out who's the official spokesperson.

Vivian Goodman stated she knows Alyssa did reach out to her, but they had already reported by the time she even saw the message on Facebook Messenger she does not hardly ever look at. Then a message was left at her office which she was not in the office.

Dr. Janet Patterson responded so it is a person that is appointed as the media spokesperson on behalf of the Board. Is that what it is? She stated she is asking what the definition of this is.

Vivian Goodman responded she thought that is what he was looking at but her thought on this is for instance with that last month, the only thing she would have had to say was what she said in the Board Meeting. Vivian stated that she voted against it and so she would have preferred that media spoke with Mark because he was the one that brought it to the meeting. Vivian said she thought it depends on who and what the issue is and who actually presents it, because she is not going to say anything against anyone, so she does not want to do an interview for someone else who brought something. She said she would rather they do it. That is just her hope.

Jeff Entler stated since Mark added it to the agenda, maybe the Board needs to table it and move the discussion to next month.

Vivian Goodman responded that is fine. Most of the people who voted for it aren't here tonight so the Board can move on. She asked the Board if they are okay with tabling it and received yes responses.

Discussion was tabled until next month.

Discussion and Action for BOH Appointments

Brandi Binkley stated that she can speak on this part. Brandi Binkley said that each May there are Board of Health Members whose appointments end and that is the same for this year. The three board members whose terms are set to end are Dr. Jerger, Dr. Patterson and Vivian Goodman. The normal process for our Board of Health historically has been that the Board recruits people or looks for people who would be willing to serve on the Board of Health and who meet the qualifications. She stated that as the Board of Health knows, there have to be certain people from certain fields for a few of the positions and that is certainly the case moving forward so, there are these spots that are going to be ending. The usual practice with the Board is that the Board would vote on who they would want appointed and that would be forwarded on to the County Board Chairman.

The County Board Chairman then ultimately has the decision on who to appoint and bring to the full County Board for a vote to put onto the Board of Health, so the Board of Health will usually go through that process. The Board of Health basically votes to make that recommendation and then at the County level it is still decided there.

Brandi Binkley stated she had talked with Dr. Jerger and Vivian Goodman and they are both interested at this time in a reappointment if the Chairman would consider that. Brandi stated for Dr. Patterson that she was not sure if she would be interested and if she is even ready to speak to that yet. Brandi stated that these terms do not end until May 2022, but MCHD always like to work ahead so that there is not a vacancy on the Board because then there is not a full Board and that can present some issues in a lot of different ways.

Brandi mentioned that she did email the Chairman. Brandi stated that it was early last week and just asked him if he had anyone in mind; let him know that whose spots would be ending; and that we would let him know who would be interested in continuing. Brandi Binkley stated she has not heard back but she did hear from someone in his office, that he said this is happening in May and this is only January. Brandi continued that she does not have any update from him, but she does feel it's very responsible at this point for the Board to start working on getting those votes and the recommendation forwarded on, so there is not an unnecessary gap. She said she will leave that to the Board of Health to decide on how they want to proceed, but she just wanted them to have the regular process used in years past.

Discussion and Action on Macon County Board Resolution Authorizing Disposal of Surplus Property by the Macon County Health Department

Vivian Goodman stated this is in their packet. Bethany Stapel explained that this was the resolution that was sent out right after the packet. Candi Clevenger made the motion, seconded by Jeff Entler. Roll call completed. All votes were yes. Motion carried.

Discussion of Flex Time Policy

Jeff Entler stated with the absence of a couple of Board Members he would like to table that until next month. Dr. Brett Jerger agreed. Vivian Goodman asked Brandi if she heard and Brandi confirmed she did.

Vivian Goodman responded by asking if everyone was okay with tabling this until next month. There were no objections to this.

Brandi Binkley stated that may affect out need to go into closed or not and that of course is the decision of the Board, but I did just want to mention that before there was any motion for that.

Candi Clevenger responded that the Board will need more than half next time. Vivian then stated there was a quorum here, but asked Jeff if what he was thinking was that Mark had asked for this information. Vivian asked if that was what Jeff was thinking and he confirmed. Vivian Goodman said that this does affect the closed session that she wanted to take care of tonight because this needs rather than keep putting off and putting off.

Jan Hack asked if there needed to be approval of the flex time. Vivian Goodman said no, not of the policy. The policies are already approved, it was just he wanted more information and some other Board Members possibly. Vivian Goodman asked Jeff Entler if he wanted more information and Jeff said no, he did not make a FOIA request.

Jan Hack asked if there is no discussion now on this if that prevents closed session. She asked if these things coincide. Vivian Goodman stated the Board can still go into closed session. She said there was a quorum to vote. Vivian stated that this was just discussion to answer his questions. Vivian stated that she knew Brandi sent a ton of information to Mark, so she was not sure. She said the Board can wait to have the discussion about that, but it should not stop them from taking care. Vivian Goodman said she didn't think this should stop them.

Candi Clevenger asked if the process was that this information was going to be reviewed and discussed to make sure everybody understood. She asked if this was what was going to be done with what Brandi sent and then they were going to go into closed session to make a decision.

Vivian Goodman stated that the closed session was regarding the last time the Board postponed taking care of hers instead of letting it just go on and on. Vivian continued that with this pandemic the way that it is, she would say that Brandi has not been able to take her vacation time that she was supposed to take so we also will probably need to at some point vote to roll that over a little bit further because we do not want her losing her time. Vivian said the Board can table the discussion on the policy or so that Mark can present whatever he wants to present because he was going to ask.

Dr. Jerger responded that his thought and understanding was the Board was going to do it all at once and create the policy going forward on that so if they separate the two of them he has no problem with that and wrap up what has

happened but set a new policy going forward. He asked if that made sense and said his understanding was it was already wrapped in one discussion. Dr. Jerger stated that he would agree with Jeff; there is no reason to do it because the people who are interested in that are not here.

Jeff Entler asked are there any time sensitive issues that would preclude the Board from putting it off for 30 days.

Vivian Goodman stated she did not know and asked is Sheree still on. Vivian said she did not know how long they have to take care of it before it goes up to the current salary with the raise and all of that, so that is why she wanted to get it taken care of.

Sheree Zalanka stated she was still present and this is really not an issue. Sheree stated that obviously MCHD would like to get the books adjusted as soon as possible but as far as the salary rate it can be backdated.

Candi Clevenger stated what she was hearing is the main discussion is reviewing the policy as it is and wanting to make changes for the future and not changing it backwards. Vivian Goodman said right and Jeff Entler stated he thinks so.

Dr. Brett Jerger responded that the Board needs to be able to discuss some future things he wants to make sure that was clear.

Brandi Binkley stated she had a question for clarification. For a point of clarification for the agenda for the next month, she had put discussion of Flex Time because the way that it was presented to her was that there were just questions to try to obtain understanding about the policy, but what she is hearing tonight is that there were plans for a discussion of changing the policy so she did not realize that. Brandi asked if she needs to add action on that for the agenda next month then if the Board is maybe wanting to change the policy and if so, usually MCHD does put all policies through legal review before the Board votes on them, as well. Brandi wanted to make sure they knew that. Brandi asked the Board to just let her know if the team needs to put action on there. She stated she was not aware that there was a possible change forthcoming.

Vivian Goodman responded by stated that she thinks if there are any changes, it could be put in that way. Vivian Goodman told Brandi to put in that way if there are. She stated she did not know why there should be. Brandi Binkley stated thank you and she will do that.

Candi Clevenger stated they can review it, talk about it, take it back, and then formally bring it back for action. Vivian Goodman confirmed Brandi heard that.

Vivian Goodman stated that they are tabling the discussion about flex time policy. She then asked if the Board wants to do Brandi's flex time next month or if they just want to go ahead? This determines whether we need to go into closed session.

Brandi Binkley responded the only other thing would be closed minutes. She reminded the Board that they can (if they want to) review them without having to go into closed. Brandi stated that the Board has done this before. If the Board does not have any changes, then they do not have to go into closed. She stated that if the Board wants to have any discussion about them, she believes that they may want to move into closed. Brandi stated that she did not know that you have to give some of the discussion that's already happened, but I think those are the options that we have right now. MCHD staff passed out the closed meeting minutes from December 21, 2021, for Board of Health review. Board of Health Members reviewed the minutes.

Vivian Goodman responded by asking if basically the Board just needed to vote on keeping these closed because they have personnel information.

Brandi Binkley responded that the Board needs to approve that they are accurate from what happened kind of like the Board does with the open meeting minutes at the beginning of the meeting. There just needs to be a vote to occur that the minutes are accurate for what was discussed.

Vivian Goodman asked if everyone got a chance to read them. She said if they need discussion they will have to go into closed to discuss it. Vivian asked if anyone needed to have discussion or if they are ready to approve the minutes. There was no discussion. Vivian Goodman said she would entertain a motion to approve this.

Candi Clevenger said she would make a motion to approve and keep closed meeting minutes closed. Jan Hack seconded the motion. Roll call was completed. All votes were yes. Motion carried.

Vivian asked Brandi and Bethany if there was anything else. There was not.

Closed Session

Board did not go into closed session.

Adjournment

Vivian Goodman called for motion to adjourn. Dr. Jerger made the motion and Jeff Entler seconded the motion. Roll call was completed. All voted yes. Meeting adjourned at 6:51 p.m.

Respectfully Submitted,

Genni Mahoney, Administrative Specialist

President: _____

Secretary: _____

Date: _____



Public Comment
Emails to be Read 1-
