



**Macon County Health Department  
Board of Health Meeting**

Tuesday, September 12<sup>th</sup>, 2023 – 5:30 p.m.  
WIC Conference Room - Macon County Health Department  
1221 E. Condit St., Decatur, IL 62521



1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Consent Calendar
  - a. Approval of All Minutes Not Previously Approved
    - i. Board of Health Meeting Minutes – August 15, 2023
    - ii. Board of Health Finance Committee Meeting Minutes – August 15, 2023
  - b. Communications
  - c. Presentation And Acceptance of Department Financial Report
  - d. Review of Department Expenditures
  - e. Grant Application Review
    - i. N/A
  - f. Department Division Reports
    - i. Accounting Director Report – Laura Zuber
    - ii. Accounting Director Check Runs & Credit Card – Laura Zuber
    - iii. Public Health Administrator Report – Lindsey Munsterman
    - iv. Assistant Public Health Administrator Report – Brandon Stone
    - v. CNS Narrative and Totals Reports – Amber Holthaus
    - vi. Lab Narrative & Totals Reports – Amber Holthaus
    - vii. Dental Report – Kim Sabin-Pritchett
    - viii. HPPR Report – Emily O'Connell
    - ix. EP Report – Lauryn McArthur
    - x. Environmental Health Report – Brian Wood
    - xi. SP Narrative & Total Reports – Teresa Smith
    - xii. WIC/FCM Report – Karen Shiflett
5. Public Comment
  - a. An opportunity for public comment will be provided to all those people who are physically present and wish to do so, subject to time parameters in the Macon County Board of Health By-Laws (maximum of 3 minutes per speaker; total of 15 minutes). Additionally, public comment will be accepted via email submissions. Such submissions must be received by [kclark@maconchd.org](mailto:kclark@maconchd.org) by Tuesday, August 15, 2023, at 3:00 p.m. Comments received will be distributed to Board members at the meeting and made a part of the official records of the Board of Health.
6. Department Employee Recognition
  - a. Sarah Stoutenborough – 8 years, Rebecca Stewart – 6 years, Ireta Lincoln – 3 years, Dr. Ilsoon Kim – 2 years
7. Old Business
  - a. N/A
8. New Business
  - a. Discussion and action regarding food permit issuance for Taqueria Los Hermanos
  - b. Discussion and action regarding FY24 Paygrade Scale
  - c. Discussion and action regarding FY24 Budget
  - d. Discussion regarding Division Director Attendance at BOH Meetings
9. Closed Session
10. Reopen Meeting
  - a. N/A
11. Adjournment