



Macon County Health Department Board of Health Meeting

Monday, September 15th, 2025 – 6:00 p.m.
Main 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
 - Board of Health Finance Committee Meeting Minutes – August 13th, 2025
 - Board of Health Meeting Minutes – August 19th, 2025
 - Board of Health Finance Committee Meeting Minutes – September 4th, 2025
 - b. Communications
 - c. Presentation And Acceptance of Department Financial Report – Laura Zuber
 - d. Review of Department Expenditures – Laura Zuber
 - e. Grant Application Review – N/A
 - f. Department Division Reports
 - i. CNS Narrative and Totals Reports – Amber Holthaus
 - ii. Lab Narrative & Totals Reports – Amber Holthaus
 - iii. Dental Report – Kim Sabin-Pritchett
 - iv. HPPR Report – Emily O’Connell
 - v. Emergency Preparedness – Beaumont Hayner
 - vi. Environmental Health Narrative and Totals – Jerry Brown
 - vii. Starting Point Narrative & Total Reports – Teresa Smith
 - viii. 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).
6. Department Employee Recognition
 - a. Sarah Stoutenborough (10 years), Rebecca Stewart (8 years), Ireta Lincoln (5 years), Dr. Ilsoon Kim (4 years), Kailey Smith (1 year)
7. Old Business
 - a. Discussion and action regarding BOH Treasurer
8. New Business
 - a. Update from Human Resources Director.
 - b. Discussion and action regarding approval of Personnel Records Policy.
 - c. Discussion and action regarding approval of Expectations of Privacy/Workplace Searches Policy.
 - d. Discussion and action regarding approval of Staff and Division Meetings Policy.
 - e. Discussion and action regarding approval of updated FMLA Policy.

- f. Discussion and action regarding approval of updated Personal Leave Policy.
 - g. Discussion and action regarding approval of updated Military Leave Policy.
 - h. Discussion and Action regarding not-for-profit Environmental Health Food Fees.
 - i. Discussion and action regarding CFY26 Budget.
- 9. Closed Session, if applicable
 - 10. Reopen Meeting, if applicable
 - 11. Adjournment