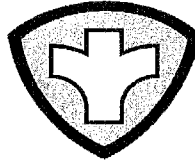


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LOGAN COUNTY BOARD OF HEALTH
March 19, 2018

PRESENT: Board of Health: Mr. Bill Sahs, Mrs. Maxine Lolling, Dr. Stephanie Gadbois, Mr. Roger Bock, Mr. Mike Rohrer, Dr. Todd Walker, Dr. David Hepler

Logan County Department of Public Health: Don Cavi, Administrator; Kara Davis Director of Nursing; Katherine Yaple, Director of Finance

Guests:


- 1) The meeting was called to order by Member Rohrer at 7:03 p.m.
- 2) Introduction of Guests – None
- 3) Approval of Meeting Agenda – Member Bock made a motion to approve the Meeting Agenda; seconded by Member Walker. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Sahs to approve the Consent Agenda items; seconded by Member Bock. Motion carried.
- 5) Reports
 - a) Administrative & Health Education:
The Administrative Report included:
 - On February 13th, SIU had an open house for the veterans. It went very well.
 - We are currently working on the new lease for SIU. We are increasing the square footage they are renting as well as increasing the dental equipment rental fee. We hope to have the lease signed soon.
 - Our annual report has a new format that is more appealing to the eye and explains what services the Health Department has to offer.
 - SHOW BUS has signed a lease to use our back parking lot.
 - We have two reserved parking spots in the front of our building for Veterans.
 - Annual health rankings just came out and we rank 64 out of 102 counties in Illinois.
The Health Educator Report included:
 - 350 5th graders attended the Wellness Expo on February 16th and 650 people attended the Wellness Expo on February 17th.
 - b) Finance – Mrs. Yaple reviewed the financials for January and February included in the board packet. We ended February with a profit of \$72,329. We have received the preliminary FY17 audit. Hopefully it will be finalized soon so our April financials will reflect our audited numbers. At the end of February, we had \$99,470.82 outstanding in

grant receivables. \$72,670.80 of that is just for Healthworks.

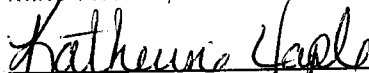
- c) Nursing and Home Health – Mrs. Davis reviewed the Nursing and Home Health report included in the packet. Highlights included:
 - We currently have 1 positive TB patient.
 - We have given 1,496 flu shots.
 - As of March 5th, we had 458 flu cases.
 - WIC is revising their outreach to try and increase the number of clients they have.
 - d) Emergency Response – Susan continues to work on updating our in-house emergency operation plan along with drafting a plan for volunteer management.
 - e) Environmental Health – Illinois is seeking to amend their code by adopting regulations from the FDA food safety code. Since the county ordinance has adopted the state food code, EH is making proposed changes to the county food ordinance and enforcement policies to be consistent with the state changes.
- 6) Old Business
- a) Mental Health Advisory Committee:
 - Mr. Cavi and Annette Welch continue to work on recruiting Behavioral Health Physicians to be on the committee.
- 7) New Business
- a) Employee Policies:
 - We have been working on updating our employee policies over the past year. Some changes include:
 - Adding a HIPAA component for employees that are out in the field.
 - All new hires will have a drug screen and background check.
 - We are changing the meal reimbursement requirements and the amounts.

Member Bock made a motion to approve the policy changes as presented; seconded by Member Walker. Motion carried.
 - b) Family Concepts, Ltd. Book Program:
 - Don was approached by this program and asked to be a sponsor for the book. These books are passed out to preschool – 4 year olds. They will hand out the books to Little Lambs, Lincoln Christian Child Care, and Carroll Catholic. These books discuss bullying, tobacco use, etc. We will be advertised in the book.
 - c) Staffing Update – None.
 - d) Press – In packet.
 - e) Other – Don will be attending a seminar that will feature the author of Selling Public Health. He is really looking forward to it. He is hopeful that he will be able to pickup some new marketing techniques so that we can get the word out even more about the services the Health Department offers.
- 8) Announcements – None

- 9) Adjournment – A motion to adjourn the meeting was made by Member Sahs; seconded by Member Walker. Motion carried and the meeting adjourned at 7:51 p.m. The next meeting is Monday, May 14, 2018 at 7:00 p.m.

 5/14/18

Mike Rohrer, President



Katherine Yaple, Recording Secretary