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Logan County Department of Public Health

LOGAN COUNTY BOARD OF HEALTH

May 14, 2018

PRESENT: Board of Health: Mr. Bill Sahs, Mrs. Maxine Lolling, Dr. Stephanie Gadbois, Dr. Richard Bivin, Mr. Mike Rohrer, Dr. Todd Walker, Dr. David Hepler, Mr. Ron Keller

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

Guests:

- 1) The meeting was called to order by Member Rohrer at 7:00 p.m.
- 2) Introduction of Guests – None
- 3) Approval of Meeting Agenda – Member Hepler made a motion to approve the Meeting Agenda; seconded by Member Lolling. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Sahs to approve the Consent Agenda items; seconded by Member Walker. Motion carried.
- 5) Reports
 - a) Administrative & Health Education:
The Administrative Report included:
 - International Paper, who was leasing our warehouse, ended their lease effective April 30, 2018. We are anxious to get a new tenant for the warehouse and are advertising the space as well as contacting local businesses to hopefully generate interest.
 - Mr. Cavi is going to start having quarterly meetings with SIU.
The Health Educator Report included:
 - Mrs. Tracy continues to work on the social norms marketing campaign.
 - b) Finance – Mrs. Yaple reviewed the financials for March and April included in the board packet. We ended April, after the audited adjustments, with a profit of \$59,809. At the end of April, we had \$71,241.03 outstanding in grant receivables.

We have received the final audit for FY17. We ended the year with a loss of (\$161,304). We budgeted for a loss of (\$74,265). Some of the biggest things that contributed to the bigger loss were the decrease in Home Health receivables; we did not spend all of our

ITFC or TPP grant money; we replaced two furnaces/ac units; and salaries, utilities and dental expenses were more than expected. Our Health Department receivables were higher than projected, which helped cover some of our increased expenses


- c) Nursing – Mrs. Davis reviewed the Nursing report included in the packet. Highlights included:
 - We currently have 1 positive TB patient. This will require 5 – 8 months of treatment. The patient has insurance so it is not costing us anything other than time and mileage at this time.
 - We have given 1,623 flu shots.
 - WIC is trying to keep their caseload numbers up. They have to be at 90% of caseload or our grant amount will continue to be lowered each year.
 - d) Emergency Response – Mrs. Tracy continues to work on updating our in-house emergency operation plan along with drafting a plan for volunteer management.
 - e) Environmental Health – Mr. Williams reported that they are completing a lot of septic inspections right now and are finishing up their food and liquor inspections.
- 6) Old Business
- a) Mental Health Advisory Committee:
 - Annette Welch has a committee in place and they have their first meeting May 15th. The committee has someone from the Lincoln pastoral group, Memorial Health, Veteran’s Assistance, District 27 and a council member. Dr. Gadbois commented that there currently is no where for domestic violence victims to go within Logan County. Hopefully this is something the committee can work on.
 - b) Elkhart Sewage
 - Mr. Williams has emailed Lyle Fout regarding this issue but has not heard back from him. He will also get in touch with the EPA to see where they are at with this issue. To convert the existing system to be able to service the entire town, it would cost the city up to \$4,000,000. Mr. Williams provided Mr. Fout with information on grants and low interest loans that are available that could help with this cost.
- 7) New Business
- a) Food Sanitation Ordinance:
 - The State of Illinois is going to now be operating off of the FDA code. This is updated every two years and focuses more on education instead of penalties so there will be a lot more communication with the facilities. The FDA code focuses more on food born viruses as well. There is no longer a scoring system. Instead, the number of violations is listed. Inspections will be available on our website for everyone to view.
- Member Hepler made a motion to approve the Health Department changing the food ordinance to follow the State of Illinois ordinances; seconded by Member Lolling. Motion carried.
- b) Food Sanitation Enforcement:
 - The enforcement of the discussed ordinance sets up more defined hearings and procedures for the food establishments. Member Hepler made a motion to

approve the food sanitation enforcement policy; seconded by Member Lolling.
Motion carried.

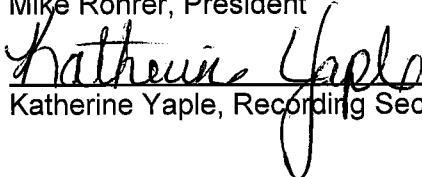
- c) Smoke-Free Enforcement – We need to have a policy in place for smoke free enforcement with businesses. Within our policy, it discusses complaints and random inspections. A first offense will be a fine of \$250 if not corrected in the required time frame and then it jumps to a \$500 fine if not corrected in the required time frame. The State of Illinois will issue the citations. The Health Department will complete 10 random inspections per quarter. Jonathan Wright has reviewed and approved our policy.

Member Sahs made a motion to approve the Smoke-Free Enforcement policy; seconded by Member Bivin. Motion carried.

- d) LCDPH Marketing – Mr. Cavi has signed a one year contract with marketing consultant, Rick Reynolds. His firm will provide us with customized phone messages and advertising in our lobby. With the help of his firm, hopefully we are able to find ways to get the word out to everyone about all the services the Health Department has to offer.
- e) Press – In the packet.
- f) Other - None
- 8) Announcements – None
- 9) Adjournment – A motion to adjourn the meeting was made by Member Walker; seconded by Member Sahs. Motion carried and the meeting adjourned at 7:54 p.m. The next meeting is Monday, July 9, 2018 at 7:00 p.m.



Mike Rohrer, President



Katherine Yapple, Recording Secretary