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LOGAN COUNTY BOARD OF HEALTH
March 24, 2025

PRESENT: Board of Health: Mr. Bill Sahs, Dr. Amit Sapra, Mr. Roger Bock, Mr. Mike Rohrer, Dr. Todd Walker, Mr. Keenan Leesman, Mr. Jayson Coble, Dr. Richard Bivin

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

Guests: None

- 1) The meeting was called to order by Member Coble at 5:59 pm.
- 2) Introduction of Guests – None
- 3) Approval of Meeting Agenda – Member Sahs made a motion to approve the Meeting Agenda as presented; seconded by Member Bock. Motion carried.
- 4) Approval of Consent Agenda – Member Rohrer made a motion to approve the Consent Agenda; seconded by Member Bivin. Motion carried.
- 5) Reports
 - a) The Administrative Report included:
 - Heart, our IT company, is helping us with our data protection policies and has set us up with encrypted email.
 - The Mental Health Advisory Committee has not had a quorum since February 2024. The next meeting is in May, and they will be discussing ways to fix this problem.
 - There is a TASC meeting tomorrow. They have settled on a new name for the program. It is now BRIDGE which stands for Building recovery inclusion and dignity for growth and empowerment.
 - We are currently getting estimates on lowering the sprinkler system heads. They need to be below, and above, the drop ceiling and currently, they are only above. We received a couple bids for just the pressure testing and those came in around \$17,000 and then we received a bid for the entire job, which came in around \$100,000.
 - b) The Health Educator Report included:
 - Ms. Davis continues to offer CPR classes.
 - We are doing the Who We Play For heart screenings again this year and that starts April 7th.

- c) The Finance Report included:
 - Mrs. Yaple reviewed the financials in the packet. We ended February with an overall deficit of (\$33,890). At the end of February, we had \$74,180.98 in outstanding revenue from the state.
 - The FY24 audit is complete but has not been finalized. She will report on this at the May board meeting.
 - d) The Nursing Report included:
 - We have 13 latent TB.
 - We have 11 elevated leads.
 - Flu shots were down this year.
 - STDs are up, but that is because we have the prison numbers included in our report.
 - Covid shots are now suggested to be every 6 months instead of yearly.
 - Dana Oltmanns, WIC Supervisor, will be retiring this year and Ms. Davis is currently working on a plan for that.
 - e) The Emergency Response Report included:
 - A risk assessment was conducted for LCDPH and Logan County. The top 5 risk categories identified for LCDPH were natural disasters, biological threats, community resources/infrastructure/utility failures, technology, and occupational/industrial.
 - Ms. Allison is currently training Mrs. Rawlings as her backup for PHEP.
 - f) The Environmental Health Report included:
 - Taylor Bean is back as our Tick/WNV part-time employee.
- 6) Old Business:
- a) Board Of Health Bylaw Review & Update/Remote Attendance (proposed amendment):
 - As discussed at our September and January meetings, Mr. Cavi made the necessary changes to the Bylaws to grant BOH members approval to participate in meetings virtually provided they meet certain conditions. The board member must call in ahead of time before joining virtually. If there is an in-person quorum, the virtual attendee can vote.

Member Sapra made a motion to approve the amendment as written; seconded by Member Bock. Motion carried.
- 7) New Business:
- a) Employee Policy Manual Amendments:
 - Mr. Cavi reviewed the list of changes that were included in the packet. The only additional discussion was on the ID badges. The board feels it is important to require our employees to wear their badges so that the public knows they are employees of the Health Department.

Member Bock made a motion to pass the proposed changes, with an additional change to require employees to wear their badges; seconded by Member Bivin. Motion carried.
 - b) New Public Health Administrator:
 - The board moved to the executive session for this discussion. Member Sahs made

a motion to enter executive session at 6:51 pm; seconded by Member Walker.

The board returned to the regular meeting at 7:30 pm.

Member Bock made a motion to offer the Public Health Administrator position to Fay Allison effective May 1st; seconded by Member Walker. Motion carried.

c) Administrator Power & Authority Resolution:

- The resolution is in place to allow Fay Allison to make decisions regarding the Health Department, effective May 1st.

Member Sahs made a motion to approve the Administrator Power & Authority Resolution as presented; seconded by Member Rohrer. Motion carried.

d) Potential Executive Session: Entered earlier.

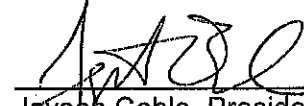
e) Staffing Update: Mr. Cavi and Ms. Allison will discuss what is the best process to post her current EH position.

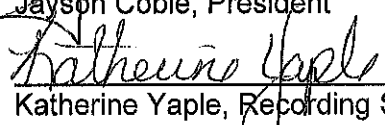
f) Press: In the packet as well as a press release was sent for Groundwater Awareness Week, last week.

g) Other: None

8) Announcements – Mr. Cavi announced that there will be a retirement party/open house at Spirited Republic on May 2nd from 4:30 – 8:00. The board thanked him for his leadership these past 10 years.

9) Adjournment – A motion to adjourn the meeting was made by Member Walker; seconded by Member Sahs. Motion carried and the meeting adjourned at 7:42 pm. The next meeting is Monday, May 12, 2025, at 6:00 pm.


Jayson Coble, President


Katherine Yaple, Recording Secretary