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LOGAN COUNTY BOARD OF HEALTH
November 13, 2023

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

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

Guests: None

- 1) The meeting was called to order by Member Coble at 6:01 p.m.
- 2) Introduction of Guests – None
- 3) Approval of Meeting Agenda – Member Walker made a motion to approve the Meeting Agenda; seconded by Member Bock. Motion carried.
- 4) Approval of Consent Agenda – Member Sahs made a motion to approve the Consent Agenda items; seconded by Member Bivin. Motion carried.
- 5) Reports
 - a) The Administrative Report included:
 - We have signed the new lease agreement with SIU.
 - We are contracting with Fred Pryor Learning to provide job specific online training. Our supervisors will let their staff know which trainings they need to take when they do their yearly evaluation.
 - After doing research, Mr. Cavi has found that the yearly opioid funding is not going to be as much as was expected. It will only be around \$12,000 - \$15,000 a year.
 - Mr. Cavi has been talking to Ms. Davis about holding flu clinics next year at the local churches that have primarily a minority congregation.
 - Mr. Cavi is now the Chairman of the Legislation Committee for IAPHA.
 - b) The Health Educator Report included:
 - No Report.
 - c) The Finance Report included:
 - Mrs. Yaple reviewed the financial statements for September and October that were included in the board packet. We ended October with an overall deficit of

(\$200,737). The main reason for the deficit is because we have a higher than usual checking account balance, so we decided to put \$100,000 of that into a 1-year CD that will earn 5.25%. We currently have \$106,738 in outstanding revenue from the state. We should be receiving the \$350,000 lump sum payment for the SIPA grant by the end of November or early December.

d) The Nursing Report included:

- We have thirteen elevated lead investigations. There is a new requirement that everyone entering Kindergarten must have a lead test so we will likely be seeing an increase in our number of elevated lead cases.
- We have given 1,232 flu shots so far this season.
- We have the new Covid vaccine, and we are giving it as fast as we get it in. Covid continues to be on the rise.

e) The Emergency Response Report included:

- We had our annual fire drill on September 8th. Fay continues to work on our required capabilities for PHEP.

f) The Environmental Health Report included:

- We have passed our food, sewage, and potable water reviews.

6) Old Business:

a) Elkhart Sewage Update:

- Elkhart had an informational meeting on October 16th, regarding this. They are still working on a grant to pay for this and are hopefully moving to the next phase.

b) Veterans Assistance Commission Renovation Update:

- Bill Dennis contacted Mr. Cavi to apologize for the hold-up on this. There seems to be one VAC Board Member that would like to have the SIU Clinic move to the shelter on 5th street. Until this is resolved, they cannot move forward. Mr. Cavi has spoken with Iris Wesley, the CEO of the SIU FQHC, and she has stated that they have no plans to leave LCDPH.

7) New Business

a) SWOT Analysis:

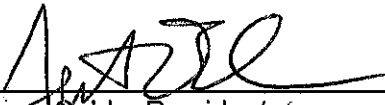
- Mr. Cavi sent a SWOT analysis to our employees. This information will help him to determine our strengths and weaknesses when working on the 2025-2030 strategic plan. The strategic plan will be completed by the end of 2024.
- Mr. Cavi provided a slide presentation to highlight some of the things he learned from our SWOT analysis.
 - i. Strengths – staff; convenience; nice facility; staff relations; good community resource
 - ii. Weaknesses – marketing; funding; facility (outside and inside)
 - iii. Opportunities – expand clientele; services; more outreach
 - iv. Threats – pharmacies; higher wages; competitors extended hrs.; lack of community awareness

b) Potential Executive Session: None.

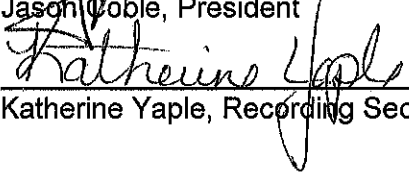
c) Staffing Update: Jessica Wichmann has resigned effective November 14th. Melody

Mileham was promoted to Healthworks Case Manager effective November 16th. We hired Danelle Clutter on November 9th to fill one of the vacant front staff positions and Mrs. Comstock continues to schedule interviews to fill the other vacant position.

- d) Press: In Packet.
- e) Other: None
- 8) Announcements – None.
- 9) Adjournment – A motion to adjourn the meeting was made by Member Walker; seconded by Member Bock. Motion carried and the meeting adjourned at 7:00 p.m. The next meeting is Monday, January 8, 2024, at 6:00 p.m.



Jason Coble, President



Katherine Yaple, Recording Secretary