

MACOUPIN COUNTY BOARD OF HEALTH

Minutes of the Regular Board meeting

Wednesday, December 18, 2019

ROLL CALL

BOARD MEMBERS PRESENT

Ralph March
Ruth Ann Pomatto
Andrea Card
Paula Robinson
Mike Barnard
Suzanne Stayton

ABSENT

Dr. Josh Poos
Dr. Thomas Hatley
Dr. Michael LeVora

OTHER PRESENT

Kent Tarro, CEO
Peggy Garrison, FCO
Christy Blank, Clinical Director

Ralph March called the meeting to order.

MINUTES

Ruth Ann Pomatto moved to accept the November 2019 minutes. Seconded by Suzanne Stayton. Motion carried.

FINANCIAL REPORT

The November Financial Report was presented by Peggy Garrison. The Public Health beginning balance was \$336,622.12 and the ending balance was \$194,990.72. WIC account beginning balance was \$18,464.20 and the ending balance was \$29,523.60. The Transportation account beginning balance was \$100,326.22 and the ending balance was \$103,866.23. The Community Care beginning balance was \$261,764.71 and the ending balance was \$294,725.64. The Maple Clinic owes the MCPHD for \$1,100,252.07. A motion by Mike Barnard to accept the financial report. Seconded by Suzanne Stayton. Motion carried.

ADMINISTRATION REPORT

1. The 340B Pharmacy Program now has the following pharmacies participating: Sullivan's (5 locations,) Michelle's (3 locations,) Walmart (2 locations,) Walgreens (9 locations,) and CVS (7 locations.) There are 25 stores in the area that are participating. Kent has not signed the contract at this time.
2. There are going to be changes made in the transportation program. Kent is looking at reduced trips with high mileage (St. Louis and Springfield) along with change in the

policy of curb to curb. Additional vans will be needed to hold 6 – 14 people. Also, there is a concern related to the minimum wage for the drivers. Last year, the program had 1.1 million miles on the vehicles. There is a need to prioritize the important of the services. There is no new money for vans. Carlinville Area Hospital has a contract with the transportation program. There is going to be reduced hours in various programs. The Senior program lost money.

3. Dr. Engles is back to work from having surgery. Another new dentist, Dr. Michel, has started work. At this time, we have four full-time dentists and four part-time dentists.
4. There is a one-year contract for Federal funding of the clinics; not the five we hoped for.
5. The parking for the Recovery Center has improved with the leasing of the Masonic Lodge. Kent has made a bid to purchase the Drew Ford parking lot for \$13,000
6. The Cavallo office building is still available. A tour of the building needs to happen before an offer is made.
7. Christy Blank, Clinical Director presented the QI/QA December 5 meeting report. Samantha Thomas, Nurse Practitioner was recognized for her work at the clinic in the MCPHD Newsletter.
Immunization Clinics were moved to only Wednesdays at Maple Street and only Thursday at Morgan Street. We continue to improve measures and will continue to work on perfecting charting as UDS white pages required. Further investigating the possibility of transitioning to Next Gen Direct as the expiration of the contract with Itentive. Suzanne Stayton moved to accept the QI/QA meeting minutes. Seconded by Andrea Card. Motion carried.
8. The month of November statistical analysis of appointments included: Behavior Health – 587, Dental Care – 1,066, and Medical Care – 370 for a total of 2,023.
9. The unemployment continues to be low for the Macoupin County area.
10. The Illinois Healthcare and Family Services sent a letter concerning the rates that have been calculate for the medical/dental/behavioral health encounters delivered by the health centers to be eligible for Medical Assistance clients on and after January 1, 2020. The rates will be: Medical \$136.12; Dental - \$108.88; and Behavioral - \$62.01. The increase is 1.90% for all medical encounter rate of payment.
11. Claudia Leonatti, CPA is working for the MCPHD as a consultant. Peggy Garrison is completing the cost analysis fiscal work for the Health Dept.
12. CDS Office Technologies, Inc has shared information concerning the purchase of a new copy machine. The proposed lease is: 60-month FMV lease C58 for \$293 a month and a 60-month FMV lease C58 and keep C554e for \$308 a month.
13. Dental Clinics are increasing patients with 450 people on a waiting list. There are people driving more than 50 miles for services. Our Health Center is seeing an increase of people uninsured and insured.
14. Becky Hatlee sent an email about the RIP Medical Debt program. This program helps military members, military veterans and people of need with financial help. RIP accepts financial donations to give funds for people in need. It may also help with sick day funds.
15. The US Senate HELP Committee announced an agreement to provide a five-year extension of the Community Health Center Funds, the National Health Services Corps,

and the teaching Health Center Graduate Medical Education program. The agreement must be signed into law by the President. Kent received notice that the Health Dept will receive a one-year extension of the Community Health Center Funds. Congress will continue to work on a 5-year funding appropriation for next year.

16. The Illinois Department of Transportation has issued individual award notices for vehicles. Six vehicles have replacement est. value of \$64,000. Three vehicles have replacement est. value of \$40,113. We have received the three 6 passengers already.
17. A job description for the Chief Financial Officer was presented. The Chief Financial Officers will need to have 10 Years work experience with MCPHD. A CPA may be needed to hire as a contractual employee. The job description will need to be revised and approved by the Health Center Board and the Health Board. A current employee may move up to the CFO position so the job description will need to be revised.
18. The IDPH Division of Laboratories will not accept any live animal specimens for rabies testing.
19. The fourth Illinois resident has died after vaping related lung injury.
20. MCPHD has sent letters to students/families that may have attended the National FFA Convention because an exhibitor tested positive for mumps.
21. Mona Van Kanegan of the IDPH sent a letter stated that a program evaluation of the annual school-based oral health program was completed and the clinic is in compliance with all programs.
22. The Health Education staff is working with families to improve education related to Tobacco, Teen Programs, Car Seat Safety, Dental Health, and Self-Management.
23. The WIC program reached 647 people during the month of November.
24. Because of a grant, two people will be hired to work on the census. The persons will be hired in February and will work until June 30.
25. CDS Office Technologies, Inc has shared information concerning the purchase of a new copy machine. The proposed lease is: 60-month FMV lease C58 for \$293 a month and a 60-month FMV lease C58 and keep C554e for \$308 a month. Paula Robinson moved to purchase a new copy machine. Ruth Ann Pomatto Second. Motion carried.
26. Christy Blank, Clinical Director presented a workflow for staff. Christy feels that with this plan there will be an increase retention of staff and a decrease workload for the administrative staff. The in-depth report has recommendations for improving the clinics. Because of the many personnel recommendations, the board will discuss this at the January meeting.
27. There is a continued problem with staff using their cell phone during work hours. There needs to be a policy for staff that is abusing their personal cell phones.

Ralph March move to adjourned the meeting. Seconded by Mike Barnard. Motion carried.

Paula Robinson, Secretary