

## MACOUPIN COUNTY BOARD OF HEALTH

### Minutes of the Regular Board meeting

Wednesday, March 18, 2020

#### **ROLL CALL**

##### **BOARD MEMBERS PRESENT**

Dr. Michael LeVora  
Ruth Ann Pomatto  
Suzanne Stayton  
Paula Robinson  
Mike Barnard

##### **ABSENT**

Dr. Josh Poos  
Ralph March  
Andrea Card

##### **OTHER PRESENT**

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

Suzanne Stayton called the meeting to order.

##### **MINUTES**

Mike Barnard moved to accept the February 2020 minutes. Seconded by Ruth Ann Pomatto. Motion carried.

##### **FINANCIAL REPORT**

The February Financial Report was presented by Peggy Garrison. The Public Health beginning balance was \$199,845.69 and the ending balance was \$341,813.85. WIC account beginning balance was \$23,535.77 and the ending balance was \$22,546.99. The Transportation account beginning balance was \$189,728.43 and the ending balance was \$85,033.58. The Community Care beginning balance was \$337,911.50 and the ending balance was \$299,422.11. The Maple Street Clinic owes the MCPHD for \$828,477.28. A \$300,000 pay back from the Health Clinics to MCPHD was made in February. At this time, the cash flow is good with a payback from the Health Clinics to the Public Health Department. A motion by Michael LeVora to accept the financial report. Seconded by Mike Barnard. Motion carried.

##### **ADMINISTRATION REPORT**

1. The goal is to have \$700,000 or less owed by the Health Center to the Public Health General Fund to keep our Public Health cash flow healthy.
2. The Federal Government says they will be helping during the COVID-19 crisis to maintain the Public Health Departments and Health Centers.

3. The COVID-19 has caused the number of patients at the clinics to decline significantly. It has caused us to reduce staff, it will be a two week notice for the Union staff members we layoff.
4. The three employees working on the census are doing a good job reaching underserved residents with their outreach and marketing efforts of all types.
5. The transportation program is screening the riders for health issues related to COVID-19.
6. If Macoupin County has a positive resident with COVID-19, there will be a press conference to update residents. At this time there have been test given in Macoupin and they have all been negative.
7. The Governor is working with the schools to evaluate how to handle the COVID-19 and keep the students and teachers safe.
8. The Board of Health needs to add a board member. Kent suggested Nikki Boente who was raised in and is living in Carlinville and working at Springfield Clinic.
9. The Environmental staff (Craig Bussmann, Kristen McWeeny, and Derrek Tiburzi) met with the board to discuss the County Food Sanitation Program Ordinance for the Food Code. At this time high risk food providers are inspected three time a year. Medium risk establishments are checked two times. Low risk business such as bars with limited food that is prepackaged are inspected one time a year. There was discussion of increasing the amount of the yearly license. At this time, Macoupin County has a low fee compared to larger counties. There are more than 300 businesses with food licenses in the county. Michael LeVora moved to approve the Food Protection Ordinance and updated Food Protection Standard Operating Procedures as presented by the Health Department staff. Ruth Ann Pomatto seconded. Motion Carried. The Ordinance will be presented to the April Macoupin County Board meeting. If the County Board were to pass the proposed increase in the future, the income from Food License Fees will go from \$28,050 to \$63,800. The Board requested delaying any discussion of the increase in Food License Fees until after the pandemic subsidies.
10. The Environmental staff ask that their dress code would include jeans when checking wells and sewers. Staff will need to continue to have a professional attire for all other work. Paula Robinson moved to accept the revised dress code to allow staff to wear jeans for well and sewers inspections. Mike Barnard seconded. Motion carried.
11. Three employees have submitted their resignation from the MCPHD – Judy Gregory, Dawn Spoon and David James; all drivers for Macoupin County Public Transportation.
12. The Mobile Counseling Unit will be delivered next week. Because of the Mobile Unit, the counselors can work with more students and members of the Community.
13. A Memorandum of Agreement is entered into by the MCPHD and Local 3176 of AFSCME Council 31. There are two issues that there is concerns: #5 – During the COVID-19 crisis, the attendance policy shall be suspended, and there shall be no discipline for attendance related concerns. #6 Health Insurance shall continue to be provided to all employees, including those on layoff, with the Employer still paying the employer cost. Michael LeVora moved to have staff members use 75 hours of sick time if the person is laid off because of COVID-19. Ruth Ann Pomatto seconded. Motion carried. The board agreed to the Memorandum of Agreement except for #5 and 6.

14. The parking lot at the Carlinville Office needs some attention because of potholes. Kent checked into blacktopping but the bid was extremely high. Something needs to be done so additional ideas will be discussed and bids will be sought.
15. Phoenix Center wants to have a billboard in the area. The board agreed that they would not want to be included in the billboard advertising.
16. Peggy needs additional help with the accounting, financial and administrative work demands for her Department. The Board agreed to allow a search for a qualified staff person to begin.
17. The WIC program had 613 people served in February. There is a new Electronic Transfer Card Swipe system being implemented soon for WIC participants nutritional supplemental procurement.
18. The 340B Pharmacy Assistance program continues to help the Health Center uninsured patients and patients without pharmacy coverage. There are now 26 pharmacies in the area that are working with our 340B program. This program could bring in more than \$200,000 in income to the Health Center annually.
19. The transportation program is cleaning and disinfecting the vans and cars. There are 15 drivers at this time. There is a reduction of trips as a result of the COVID-19 pandemic.
20. The Annual Golf Outing will be held on June 12 at Oak Hills Country Club in Girard. This is a fundraiser that benefits families affected by domestic violence.
21. Immunizations have stopped at the clinics.
22. Foresight Energy LP will continue to operate the Carlinville Coal Mine. It is not closing because they received financial support from a banking system.
23. The Healthy Families program is using telephone calls to contact participants.
24. The doors at MCPHD service facilities are locked for security.
25. We have an Emergency Operations Center Phone Bank that residents can call to get questions answered related to COVID-19. The number is 217-313-5078. There have been more than 1,000 telephone calls that have been answered by the professional staff.
26. The cost of a medical visit was less in 2019 than 2018. Dental visits have increased slightly from 2018 to 2019.
27. A patient survey is randomly taken by phone when a person has an appointment at the Health Center Clinics.

Mike Barnard moved to adjourn the meeting. Seconded by Michael LeVora. Motion carried.

Paula Robinson, Secretary