

MACOUPIN COUNTY BOARD OF HEALTH

Minutes of the Regular Board meeting

Wednesday, October 16, 2019

ROLL CALL

BOARD MEMBERS PRESENT

Mike Barnard
Ruth Ann Pomatto
Andrea Card
Paula Robinson
Suzanne Stayton
Ralph March
Dr. Michael LeVora

ABSENT

Dr. Josh Poos
Dr. Thomas Hatley

OTHER PRESENT

Kent Tarro, CEO
Peggy Garrison, FCO

Ralph March called the meeting to order.

MINUTES

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

FINANCIAL REPORT

The September Financial Report was presented by Peggy Garrison. The Public Health beginning balance was \$331,091.22 and the ending balance was \$384,608.51. WIC account beginning balance was \$12,953.39 and the ending balance was \$10,495.97. The Transportation account beginning balance was \$70,540.83 and the ending balance was \$130,785.67. The Community Care beginning balance was \$279,427.20 and the ending balance was \$294,590.92. The Health Center owes MCPHD \$1,132,917.98. A motion by Andrea Card to accept the financial report. Seconded by Suzanne Stayton. Motion carried.

ADMINISTRATION REPORT

1. The Mobile Behavioral Health Van will be received in March, 2020.
2. The HRSA Onsite visit went well this year with a score of 90 out of 106. Now, the staff will have to work on improving the conditions that were cited by the visit.
3. The 2020 Census will begin soon, and it will be important that all residents are counted.
4. Kent has secured 22 parking spaces from the Masonic Lodge in Gillespie. The Recovery Center will need Disabled Parking spaces in front of the building. Also, the Health Department will be responsible for the liability and snow removal for the Masonic Lodge Parking Lot.

5. The 340B Recovery Center Pharmacy Assistant Program will include Pharmacy Assistance, a Pharmacy tech and the drugs will be delivered to the Recovery Center. Michelle's and Sullivan's are signed up to be a part of the 340B program. There are also 11 Walgreens, 9 CVS and the Litchfield Walmart are participating in the program. The MCPHD received \$23,000 a year now but if the program is successful it may be \$75,000 or more.
6. There is going to be a need to reduce the services with the transportation program. Kent will be looking for recommendation to make the budget work to ready for the minimum wage going to \$15 an hour. At this time, we are averaging 77,000 trips a year. There are a number of long trips and with an older staff it is becoming more difficult. May have to charge more and asked the senior population for larger donations. At this time, the transportation program receives \$60,000 from the Department on Aging, but trips keep increasing for the seniors.
7. It was discussed about large client who has to be taken from the home to the vehicle. This is very difficult for the drivers to handle large riders. There is going to be employee training on the proper way to move riders into the vehicles. Also, thinking about asking riders to bring aids that will go along to help move the passengers. Kent shared that the county board does not want the risk of lawsuits. There may be more opportunity to take students to colleges and schools. There will be future discussion on the transportation issues.
8. Peggy reviewed the Letter from Scheffel Boyle (CPA) related to Claudia Leonatti's duties with the financial reports. Her job description has been updated to her current status. Even though she is not in Carlinville, Claudia is still involved as a CPA.
9. There was a Two Week Bi-State CRI Exercise. There were city and county leadership that were trained on planning for an environmental emergency. Twelve Health Departments were in attendance.
10. Jessie Bone and Elly Neunaber have left their positions with MCPHD.
11. Brenda Sanders has received notice of termination of employment on December 19, 2019.
12. Dr. Gaurav Sharma has been recruited to work for MCPHD. The Illinois Primary Health Care Association helped to secure Dr. Sharma.
13. A dentist who is employed only wants to work with older patients and recently had Tommy John Surgery. The dentist has requested light duty starting on January 1, 2020. The board agreed to the request to go part time.
14. Christy Blank has sent a letter to staff that gives guidelines on travel and overnight stay. Also, Christy sent a letter to all staff on flu shots and billing the employee's insurance company.
15. The MCPHD Newsletter is working to help employees know what is going on at the different facilities.
16. The IPLAN (Illinois Planning for Local Assessment of Needs) is held every five years. The first meeting was held on Tuesday, October 8. At the final session in February, a report will be written to discuss what needs to be done in the future and how to complete these goals.
17. Kent wrote a letter in support of an Enterprise Zone Designation.

18. MCPHD received an award for the Oral Infrastructure Initiative of \$300,000 to purchase a mobile dental unit and Clinic equipment for Maple Street and Morgan Street.
19. Health officials have reported hundreds of possible cases of pulmonary disease and several deaths that may be related to vaping. Vaping produces chemicals which can cause lung disease.
20. The month of September statistical analyzes of appointments included: Behavior Health – 580, Dental Care – 1,146, and Medical Care – 465 for a total of 2,191. The third new dentist should help with patient numbers.
21. The Maple Street Clinic held a QI/QA Meeting and minutes were reviewed. Software (UDS) is being used to keep track of patients. This software should help in charting records. The malpractice claim with a dental patient is with a Federal judge and waiting on ruling.
22. The WIC report for September was shared.
23. Counselors continue to work with Blackburn College and the six School-Linked schools in the county. The counselors are trying to use Best Practice for Suicide Prevention. Teachers have been trained for teaching social and emotional needs to the students.
24. The Federal Rural Health Network Development Proposal was discussed. The proposal includes working with Hillsboro Hospital, Montgomery County Public Health Department and Chestnut Health Systems. Ruth Ann Pomatto moved to participate the Federal Rural Health Network Development Proposal. Seconded by Mike Barnard. Motion carried.
25. At this time, salaries continue to increase with 140 employees. The MCPHD will have to continue to be aware of the cost of employees. Some of the leadership positions are working more than 45 hours a week. Should future job description for the leadership positions include a 45-hour work schedule?
26. The little house across from the Maple Street Clinic is still available. The board discussed the possibility of a dental lab located in the house.
27. Kent is looking at the Tony's Restaurant that is for sale and it may be good for the transportation program.
28. Peggy presented a UCB Corporate Resolution on the Line of Credit that UCB's auditors requested the Board sign, authorizing Kent to execute all documents for the Health Department. Ralph and Paula signed.

Mike Barnard move to adjourn the meeting, Stayton second. Motion carried.

Paula Robinson, Secretary