

MACOUPIN COUNTY BOARD OF HEALTH
Minutes of the Regular Board Meeting
Wednesday, April 19, 2023

BOARD MEMBERS PRESENT

Mike Barnard
Ralph March
Suzanne Stayton
Leann Barr
Ralph March
Dr. Thomas Hatley
Nikki Ray

Roll Call 7:01pm

OTHER PRESENT

Christy Blank, CEO
Lori Sanson, CFO
Becky Hatlee, COO
Sam Thomas, Clinical Director
Gary Ross, Compliance Officer

ABSENT

Dr. Therese Polo

Ralph March called the meeting to order at 7:01 pm.

1. Recognition of Public – Olivia Arnett, Bradley University PhD Student
2. Dave Griffith with Griffith Plumbing – Here to discuss sewer issues. The sewer is continuously backing up, due to part of sewer pipe collapsing and needing replaced. This building has been known to have sewer issues for 10+ years. Dave Griffith presented 3 different proposal options. Proposal #1 12,185.00 new lift station and pump to force sewage through existing sewer line, but it will not fix the collapsing of the line.
#2 \$21,147.00 lift station with pump. New 2" line to the manhole put in for sewage to drain.
#3 \$25,394.00 install all new sewer, cut and repair asphalt, will need to get a road permit.
Griffith recommended bid option #2
Motion by Dr. Levora to accept bid #2. Seconded by Dr. Hatley. Motion carried.
3. Public Bid Opening for sealed bids for the Macoupin County Public Health Transportation Consolidated Parking Lot located at 2460 Staunton Road in Mt. Clare, Illinois. The initial bidding packet was inadvertently missing the elevation map and therefore it could cause the bid amounts to be incorrect. We have hired an architect to complete an elevation map. This elevation map will be provided to the three current bidders that participated and those are the only bidders that will be permitted to re-bid. Motion to leave original bids sealed and return them to original bidders with new with elevation map attached and not opening bidding back up to the public. Accepted by Dr. Levora. Seconded by Dr. Hatley. Motion carried.
4. Reading and Approval of March 15, 2023, minutes - No questions. Accepted by Leann. Seconded by Suzanne. Motion carried.
5. Financial Status – Approval of Bills/Discussion of Current Financial Situation
 - a. Public Health balance beginning balance \$569,733.39 Ending balance \$288,129.14.
 - b. Transportation beginning balance \$228,288.67 Ending balance \$333,115.24.
 - c. WIC beginning balance \$10,448.98. Ending \$35,767.92

- d. Community Care beginning balance \$757,618.33 Ending balance \$614,204.52.
- e. MCHC, Inc. beginning balance \$19,174.67 ending balance same
- f. Total cash assets: \$1,897,072.85

Accepted by Dr. Hatley. Seconded by Dr. Levora. Motion carried.

6. Administrator's Report –

- a. Review of Coronavirus Containment Activities/Current Mitigation Status – President Biden ended the public health emergency on a national level on Monday, April 10th. The remaining measures of the State of IL COVID-19 Disaster Proclamation are scheduled to end May 11. Transmission level low. PH Emergency ending one month prior than expected.
- b. Review of Health Center Productivity Reports/Progress on new Annual Patients Served Goal, currently at 4,132 for the 1st quarter with a goal of 9,500.
- c. Review of Building Projects and Transportation Projects

Oak St Parking Lot/Tropical snow lot - City removed water line at no charge to us. There is concrete slab being removed by Delaurent. Delaurent is under contract based on prior agreement. Oil and chip proposal: \$17,585, Paving proposal: \$73,639.50, Will be revisited in the future.

Oakland Ave: generator delayed until May 2023. Plumbing/sewer issues

Morgan St parking lot: security cameras, gate opener, gate motor. Should be complete by the end of May. Should have \$15k left over from this project.

Mt Clare parking lot: sealed bids will be returned to bidders to include elevation map. We will keep the 3 current bidders.

Cavallo project: Dave Leonetti was the only response to Request for Qualifications.

Submitted to IDOT. Invitation for bid for General Contractor general contractor for ADA ramp and interior work was published this week.

Rebuild Illinois 3 proposal- meeting tomorrow.

Future of old buildings -118 W Chestnut- listing price between \$30k and \$89,900 based on comps. Recommended listing price was \$50k based on median N Broad Building- listing price between \$140k and \$180k. Recommended listing price \$149,900 median price. Money for this could be used to pay down USDA loan for Morgan St. Mike Bellovich provided appraisals. Agreed to 6% profit for Mike or less. Requesting at least median price as starting offer. Accepted by Dr. Hatley. Second by Dr. Levora. Motion carried.

- 7. Diamond Brother was the only bid for commercial insurance. Not much interest due to Government involvement. Deductibles are currently \$2500. Recommendation is to increase to \$5k to save \$1600k annually. Need to review all coverage in depth to avoid unnecessary overlapping, earthquake insurance, mine subsidence, reducing vacant properties to cash value only and increasing deductibles to \$5k. Accepted by Dr. Hatley. Seconded by Dr. Levora. Motion carried.

8. QI/QA and Risk Management minutes -Turning patient satisfaction surveys back on, employee of the month continuing, Employee Engagement Activity- T-shirt sale monthly. Motion to accept minutes by Dr. Hatley. Seconded by Leann.
9. Credentialing and Privileging – none for this month
10. WIC, HFI, Environmental updates – WIC numbers continue to decline. WIC needs to increase outreach and work harder at getting clients involved. Health Educator continues to provide outreach and education to a large number of children across all school districts in Macoupin County. HFI continues to provide home visits and are working to increase their numbers. School Linked Annual Quality Audits were completed with a perfect score. Great job to Sam and her team.
11. Old Business – Board By-Law and Co-Applicant agreement update from HRSA, required annual board training.
 - a. Combined Board will be Mac Co Board of Health who will oversee the activities Health Center Board. MCPHD would need to be the oversight board, and this was incorrectly stated on the first draft.
 - b. Will keep adjusting the draft of bylaws. Could take a couple of months. We have an onsite visit from HRSA in December. Recommendation was made to keep the two boards in place until December.
 - c. Could make all members, members of both boards and just have two votes in the meantime.
 - d. We will continue to work on this.
12. Motion to Executive Session made by Dr. Levora at 8:09 pm, seconded by Dr. Hatley. Motion carried.
13. Motion out of Executive Session back to regular session at 8:25 pm made by Dr. Levora, seconded by Leann. Motion carried.
14. New Business -
Policy Review and Approval – Meat Brokers, Testing and Treatment of Chlamydia and Gonorrhea, Patient Complaint and Grievance Procedure, COVID 19 Staff Safety Policy and Procedure, Public/Restricted Access Policy
 - a. Treatment of Chlamydia and Gonorrhea: changing the wording to include “will offer testing to patients deemed eligible per IDPH Guidelines”. Leann motioned to accept the new verbiage. Dr. Hatley seconded. Motion carried.
 - b. Meat brokers-policy is not in place for food license for these. Categorize them as low risk and Derrek will do one inspection per year and provide education. Dr. Hatley motioned to accept this. Dr. Levora seconded. Motion carried.
 - c. Patient complaint and grievance procedure- found out in audits that this should be accessible for auditors. Made a policy so it is easier to access for auditors. Suzanne motioned; Leann seconded. Motion carried.
 - d. Restricted PHI Exchange Area: we acknowledge first amendment rights, but we must protect PHI. We now have restricted areas that video or audio is not allowed in. Dr. Levora motioned. Dr. Hatley seconded. Motion carried.
 - e. COVID 19 policy- at the end of the public health national emergency, this policy ends. Effective May 12th Leann motioned. Dr. Levora seconded. Motion carried.
15. Review of Marked Analysis for Broad St and HWC

16. Review of Proposal to Raise Transportation Fares. Transportation program is losing a large amount of money in contracts, passes and fare amounts. Corrections needed on this.

17. Personnel Requests/Resignations

a. FMLA

- i. Jennifer Carron FMLA starting around 4/24/23.
- ii. Brittany Eldred RN FMLA starting around 7/6/23.
- iii. Jaclyn Barnhouse FNP FMLA starting around 6/20/23.
- iv. Dr. Lakshmi Sajja FMLA starting around 6/3/23.
- v. JoEllen Juenger FNP intermittent FMLA request.

All requests were motioned to accept by Leann. Seconded by Dr. Levora.

b. Resignations

- i. Kandas Otto transportation department.
- ii. Todd Stewart transportation department
- iii. Ray Caver transportation department
- iv. Randall Jones transportation department

All requests were accepted by Suzanne. Seconded by Dr. Levora.

Motion to adjourn by Dr. Levora, seconded by Dr. Hatley at 8:43 pm.

Next Meeting scheduled for Wednesday, May 17, 2023 at 7:00 pm.