

MACOUPIN COUNTY BOARD OF HEALTH  
Minutes of the Regular Board Meeting  
Wednesday, Feb 22, 2023

**BOARD MEMBERS PRESENT**

Mike Barnard  
Dr. Michael LeVora  
Suzanne Stayton  
Paula Robinson  
Ralph March  
Dr. Thomas Hatley  
Nikki Ray  
Leann Barr

**OTHER PRESENT**

Christy Blank, CEO  
Lori Sanson, CFO  
Becky Hatlee, COO  
Sam Thomas, Clinical Director

**ABSENT**

Dr. Therese Polo

Ralph March called the meeting to order at 7:20 pm.

Leann Barr was introduced as a Board of Health member taking the place of Ruth Ann Pomatto from the Macoupin County Board.

MINUTES – Mike Barnard moved to accept the January 18, 2023 minutes as printed. Seconded by Dr. Michael LeVora. Motion carried.

FINANCIAL REPORT- Lori Sanson gave the financial report for the different health department programs for January 2023. Public Health – Beginning Balance - \$315,649.79 and ending balance \$374,199.41 as of 01/31/2023. WIC – Beginning Balance - \$17,438.67 and ending balance \$28,743.17. Transportation Beginning balance \$89,114.90 and ending balance \$439,151.00. Community Care – Beginning balance - \$743,509.52 and ending balance \$399,359.99. MCHC, Inc - Beginning balance - \$19,816.08 and ending balance \$19,234.53. Total Cash Assets - \$1,867,302.72. Nikki Ray moved to accept the financial reports for January 2023. Seconded by Dr. Michael LeVora. Motion carried.

**BUSINESS MEETING**

1. Robin Aldridge, Audit Resolution Division of Department of Health and Human Services sent a letter concerning the Federal Audit of the MCPHD. There were no audit findings in the report that required formal resolution action. The two findings were minor and will be addressed by the MCPHD staff.
2. The February 9, 2023 COVID-19 report for Illinois showed that Macoupin County had a low rate of individuals with the virus.
3. The January visit report showed that there were 1,683 people who were patients at the health clinic. The goal for the 2022 year is still set at 9,500 individuals.
4. There continues to be building improvements. The following building updates were discussed:
  - A – Prairie State ordered a generator for the Oakland office. The contract showed that \$22,075.70 was due at the start of the project and according to Kent's handoff notes, had been paid, leaving a balance of \$22,075.70, however staff checked, and no payments were issued from MCPHD. At this time, MCPHD owes the total balance of \$44,151.40. Work is set to begin on March 1, 2023.

- B – The Morgan Street parking lot was started by DeLaurent Construction. The project funds were appropriated for \$240,114. Money spent on the project include DeLaurent Construction - \$124,193.25; Carlinville Truck Equipment - \$3,658.95; and Grand Rental Station - \$5,248.00. The remaining available funds are \$104,829.80.
- C – Chestnut Building in Gillespie – The building has been empty since September of 2022. It will cost more than \$100,000 to fix the building. The building is not ADA compliant. The building has had all services disconnected except electricity and water. Local residents are now going to SFW for services. Suzanne Stayton moved to have the building appraised and to try to sell the 118 West Chestnut, Gillespie building. Mike Barnard seconded. Motion carried.
- D – The old Health Department Health office at 805 North Broad was discussed. The building needs major work to make it usable and has been empty since December 2021. During the year of 2022, approximately \$50,000 was spent to keep the building maintained with heat, water, security, phones, and internet. Suzanne Stayton moved to have the building appraised and to try to sell the 805 North Broad Building. Mike Barnard seconded. Motion carried.
- E – The roof at the Oakland Ave building is completed. J. Wilkinson of Glen Carbon IL submitted a Waiver of Lien on the MCPHD – Oakland Building for 9,796.
- F – Bids were reviewed for the proposed parking lot in Mt Clare for the Macoupin County Public Transportation. It was questioned whether these bids were put out publicly. Christy will verify with Wirth Professional to see if an invitation for bids was publicly published before any work is moved forward.
- K – Macoupin Ave and Oak Street Parking lot is waiting on removal of the Tropical Snow Building by March 31. Intentions would be to pave this area, but we will need to publicly publish the invitation for bids for this work.
- L – Morgan St Parking Lot is finished with electricity and gate. We are still waiting on cameras and a card reader at the entrance.
- M – The Cavallo Project is out for a Request for Qualifications for Architectural and Engineering services. We have another new officer from IDOT and so we are learning his preferences on projects.

5. A motion by Dr. Michael LeVora was made to enter a three-year contract with Illini Tech. Seconded by Dr. Thomas Hatley. Motion carried.

6. We received a letter in January from the Illinois Dept of Transportation stating Macoupin County was awarded the Rebuild III grant and will receive \$2,123,500. The funds are coming from the Illinois Statewide Transit Rebuild Round III funding and must be used to purchase new transportation vehicles.

7. Mindy Beisner, LCPC received Credentialing and Privileging. Dr. Michael LeVora moved to credential and privilege Mindy Beisner as LCPC. Seconded by Dr. Thomas Hatley. Motion carried.

8. The WIC report for January 2023 was presented with 648 active people reached.

9. The Healthy Families Report showed 685 people were reached in January 2023.

10. A report on all future grant programs that need re-applied for was shared with the board. Dr. Michael LeVora moved to accept the report on the grants. Seconded by Dr. Thomas Hatley. Motion carried.

11. The MCPHD Environmental program has two employees at this time and is actively trying to hire a third employee to help with their workload.

12. The administration team brought a recommendation forward to hire Gary Ross, RN as a Compliance Officer for MCPHD. Gary recently graduated with Honors from UIC BSN Nursing program. Suzanne Stayton moved to hire Gary Ross as the Compliance Officer. Seconded by Mike Barnard. Motion carried.

13. The Transportation program needs leadership onsite day to day to organize the department and assist the coordinators in operations. The position for Transportation Director has been posted and administration received a strong applicant. Administration is recommending the hire of Derrek Tiburzi for the Transportation Director position, under the leadership of Christy Blank, Public Health Administrator. Derrek will continue as Environmental Health Director part time and Transportation Director part time. Dr. Thomas Hatley moved to hire Derrek Tiburzi for the Transportation Director. Seconded by Dr. Michael LeVora. Motion carried.

14. The Personnel Policy needs updated after transportation drivers questioned the Conflict-of-Interest Statement – Gifts from clients are prohibited unless of nominal value (less than \$20.) All gifts are to be reported to the Administrator. This needs changed to – Gifts (non-monetary) from patients/clients are prohibited unless of nominal value (less than \$20.) All non-monetary gifts received are to be reported to the Administrator by no later than end of business day on the day the gift was received. Soliciting, receiving, and accepting monetary tips or gift cards from clients/patients, regardless of amount, is strictly prohibited. Any questions concerning conflict of interest should be directed to the Administrator. Dr. Michael LeVora moved to accept the policy related to gifts from clients. Seconded by Suzanne Stayton. Motion carried.

15. The board members discussed the two MCPHD boards (Health Center and Board of Health) organizing as one health department board. The new board will have 9 – 15 members.

16. Review of QI/QA minutes from January 5, 2023 meeting. Dr. Hatley moved to approve, Levora seconded. Motion carried.

17. The Risk Management Annual Report of Events for 2022 for 4<sup>th</sup> Quarter were reviewed for recommendations to reduce events and goals and activities were established. Dr. Hatley moved to approve the RM Annual Report of Events for 4th Quarter and Dr. Levora moved to second. Motion carried.

18. The Risk Management Annual Report of Events for 2022, Annual Report, were reviewed for recommendations to reduce events and goals and activities were established. Dr. Hatley moved to approve the RM Annual Report for 2022 and Dr. Levora moved to second. Motion carried.

17. The Annual Risk Management Board Report for 2022 was presented to the board for review and request for approval. Dr. Hatley moved to approve the Annual Risk Management Board Report for 2022 and Dr. Levora moved to second. Motion carried.

Dr Michael LeVora moved to go into Executive Session at 8:20 pm. Seconded by Suzanne Stayton. Motion carried.

Mike Barnard moved to go back into regular session at 8:40 pm. Dr. Michael LeVora seconded. Motion carried.

The meeting adjourned at 8:50 pm.