

MACOUPIN COUNTY BOARD OF HEALTH  
Minutes of the Regular Board Meeting  
Wednesday, May 17, 2023, 7:00 p.m.

**BOARD MEMBERS PRESENT**

**Roll Call 7:01pm**

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

**OTHER PRESENT**

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

**ABSENT**

Becky Hatlee, COO

- I. Call to Order – Roll Call 7:04pm
- II. Recognition of the Public- Olivia Arnett, Bradley PhD Student
- III. Union Grievance – Sheila Sexton (Union Rep), Rebecca Hampton (MCPHD employee) Amanda Reiniesch, Amanda Barrett
  - a. Present via zoom: Rick Stewart, lawyer
  - b. Sheila requests the 2 employees be paid for their time off due to contracting COVID at work. She is requesting 3 days paid leave and no discriminatory “mark” be placed on their file.
  - c. The Board has already offered to remove the disciplinary mark, but those two employees declined that offer.
  - d. Rick states the policy changes are supposed to be submitted to employees and does not have to go directly to the union representative. If the union demands to bargain, then we must bargain, which we did.
  - e. Sheila points out that Rebecca felt she could not disclose certain policies to the Union without permission. Rebecca denied this statement and states she knows she can forward any policies regarding the Union and has never been told not to. Sheila argues that she requested the policy changes on 2/5 and did not receive them until 2/21. Rebecca states patient care comes first for her and she did not know how to send them all as one file, but denied asking management for help forwarding. Samantha Thomas, Clinical Director did forward them on 2/21.
- IV. Reading and Approval of April 19, 2023 minutes
  - a. Motioned by Mike to accept minutes, Seconded by Leann. Motion carried
- V. Financial Status – Approval of Bills
  - a. Discussion of Current Financial Situation
    - a. Public Health: balance beginning balance \$288,129.14 Ending balance \$362,809.86
    - b. Transportation: beginning balance \$333,115.24 Ending balance \$505,245.57
    - c. WIC: beginning balance \$35,767.92 Ending balance \$19,077.71
    - d. Community Care: beginning balance \$614,204.52 Ending balance \$968,110.50
    - e. MCHC, Inc.: beginning balance \$19,174.67 ending balance \$19,419.67
    - f. USDA Final Loan Payment: beginning balance \$10,996.10 ending balance \$14,649.07
      - i. Requesting more info on penalties for paying off loan early. Appears that there will be \$140k interest on a \$500k loan and to be paid off in 2038 currently

- g. Total cash assets: \$2,485,069.11
  - b. Motioned by Mike, Seconded by Dr. Levora. Motion carried
- VI. Administrator's Report
  - a. Governor Pritzker Ends COVID-19 Public Health Emergency Proclamation Review of Health Center Productivity Reports/Progress on new Annual Patients Served Goal
    - a. 4979 productivity/patients. On tract for 9500 annually
  - b. Review of Building Projects and Transportation Projects
    - a. Oakland Ave- sewer, contracted with Griffith's- no date yet
    - b. Gillespie lot- paving versus oil and chip, no decision yet
    - c. Both properties are listed for sale- health and wellness in Gillespie- \$69,900 and North Broad- listed for \$149,900
    - d. Transportation lot at Morgan Street- cameras installed today, waiting on swipe to enter device
    - e. Cavallo building- request to be approved by IDOT- no response
  - c. QI/QA and Risk Management minutes
    - a. Hours of operation seems to be meeting needs of patients. Few requests for evening and weekends, staffing shortage will not support it
    - b. Employee engagement \$188 raised with mental health tshirt sales
    - c. Effective 5/11- home covid tests are given out by the command center but you must have an office visit for a lab resulted covid test
    - d. Motioned by Dr. Levora, Seconded by Dr. Hatley. Motion carried
- VII. Credentialing and Privileging- regulations have changed regarding this. We have to C&P OCLS and OLPs now. We must also provide delineation of privileges now as well.
  - a. Dr. Sajja- Dentist
  - b. Lisa Cunningham- Dental Assistant
  - c. Kendra Ferguson- Medical Assistant
  - d. Elizabeth Tucker- Medical Assistant
  - e. Julie Pfeiffer- Medical Assistant
  - f. Delineation of Clinical Privileges for multiple providers
- VIII. WIC, HFIs, Environment and Transportation updates
  - a. WIC- 663 active clients at the beginning of May- growing some. We did terminate some.
  - b. Healthy Families – case load is consistently low everywhere
  - c. Environmental and Transportation updates
    - i. Fares discussed to present to County Board. Program will not be in existence in 6-12 months if we continue at current rate due to contracts and monthly passes.
    - ii. MCDD- contract since 2014. We would provide maintenance, insurance, and inspections for their vehicles. If they use our services, it will cost them \$50 each route, which was \$100 per day (two routes). Loss is substantial with this contract.
    - iii. Cost analysis: \$457 to run their North and South route, but they pay \$100 per day. This is a large loss annually for MCPHD. Does not take into consideration maintenance on vehicles and we paid them rent to park our vehicles there.
- IX. Old Business – Transportation Program- working to improve
- X. Executive Session
  - a. Entered at 8:17pm Motioned by Mike, Seconded by Dr. Levora. Motion carried.
  - b. Ended at 8:47pm Motioned by Mike, Seconded by Dr. Levora. Motion carried.
  - c. Entered again at 8:57pm Motioned by Dr. Levora, Seconded by Dr. Hatley. Motion carried.
  - d. Ended at 9:05pm. Motioned by Mike. Seconded by Dr Levora.

XI. New Business

a. Policy Review and Approval

- a. Credentialing and privileging checklist
  - i. Motioned by Dr. Levora, Seconded by Leann. Motion carried
- b. Motion to approve patient portal policy
  - i. Motioned by Leann, Seconded by Mike. Motion carried
- c. CMS required vaccinations changes
  - i. Motioned by Dr. Polo, Seconded by Mike. Motion carried
- d. Align verbiage with personnel policy change
  - i. Motioned by Dr. Polo, Seconded by Dr. Levora. Motion carried
- e. Obstetrical training for staff annually for employees caring for women of child bearing age added
  - i. Motioned by Leann, Seconded by Dr. Levora. Motion carried
- f. Benzodiazepines requiring written agreement for ILPMP for consulting physician with NP with full practice authority. Dr. Adams agreed
  - i. Motioned by Mike, Seconded by Dr. Levora. Motion carried

b. AgeLinc Grant Assurances

c. AgeLinc Grant Non-Discrimination Policy

d. IMRF Letter regarding Kent Tarro's retirement.

e. FY 22 Audit of all Programs- provided to members

f. Transportation Audit- provided to members

g. Personnel Requests/Resignations

- a. Grievances- second offer to remove disciplinary mark and stick with using PTO for missed time.
  - i. Motioned by Mike, Seconded by Dr. Levora. Motion carried
- b. Amanda Vogel- Approved increase in hourly wage with a 2 year contract for employee
  - i. Motioned by Mike, Seconded by Dr. Levora. Motion carried
- c. Resignation - Michelle Stroheker, LCPC at St. Francis Way
- d. Resignation - Courtney Lewis, case manager at St. Francis Way
- e. Resignation - Dr. Larsen, dentist

Meeting adjourned at 9:08pm. Motioned by Leann. Seconded by Mike.

XII. Next Meeting Date – Wednesday, June 28, 2023 at 7:00 p.m.