

MACOUPIN COUNTY BOARD OF HEALTH

Minutes for November 15, 2023, 6:00 p.m.

- I. Call to Order – Roll Call
 - a. Board of Health call to order at 6:17pm. Nikki Ray motioned. Chaz Swearingen second. Motion carried.
 - b. Board Members Present: Chaz Swearingen, Dr. Michael Levora, Suzanne Stayton, Nikki Ray, Mike Barnard
 - c. Non-Board Staff present- Lori Sanson, Samantha Thomas, Gary Ross, Christy Blank, Becky Hatlee, Lindsay Cox

- II. Recognition of the Public – Aaron Stayton, County Board Member, Molly Rosentreter, County Board Member, John Blank, County Board Member, Tom Stoecker, Chairman of the Republican Party

- III. Executive Session
 - a. Nikki Ray motioned to go into executive session at 6:17pm. Dr. Michael Levora second. Motion carried.
 - b. Mike Barnard motioned to exit executive session at 7:26pm and go back to regular session. Chaz Swearingen Second. Motion carried.

- IV. Reading and Approval of October 18, 2023 minutes
 - a. Suzanne Stayton motioned. Mike Barnard second. Motion carried.

- V. Financial Status – Approval of Bills
 - a. Discussion of Current Financial Situation
 - a. Public Health: balance beginning balance \$393,363.58 Ending balance \$605,363.32
 - b. Transportation: beginning balance \$651,952.60 Ending balance \$631,997.43
 - c. WIC: beginning balance \$8,680.25 Ending balance \$6556.82
 - d. Community Care: beginning balance \$1,000,752.30 Ending balance \$530,580.76
 - e. MCHC, Inc.: beginning balance \$5901.99 ending balance \$7001.00
 - f. USDA Final Loan Payment: beginning balance \$14,677.99 Ending balance \$14,687.64
 - b. Approval of financial report. Mike Barnard motioned. Nikki Ray second. Motion carried.

- VI. Administrator’s Report
 - a. Health Center Productivity Reports
 - a. Kept visit percentage down a little for this month with no show rate increased
 - b. 7843 patients this year, goal of 9000. We are marketing walk in appointments and all services to help get closer to goal. We anticipate being slightly short of goal this year due to open dentist positions. We have 2 of 3 openings filled with future start dates.
 - b. UDS Review-Utilization Review of Patients per discount pay class and patient area served
 - a. 3691 at or below 100% poverty level
 - b. Less than 40% of diabetes patients are uncontrolled now
 - c. Review of Building Projects and Transportation Projects
 - i. Oak St/Old Tropical Sno lot- working to complete with paving, lighting and security cameras.

- ii. Oakland Ave sewer project complete.
- iii. Oakland Ave- Clayton at Hendricks flooring. Waterproof flooring replacement on North end where flooding is. Waiting for flooring to be available.
- iv. Morgan St. parking lot- safety transmitter was fixed for 5 days, broke again, Derrek fixed it himself, hopefully we will have no further issues.
- v. Mt. Clare parking lot- on hold, past administrator purchased with ARPA funds from the County, no appraisal in transaction. Lot was put in MCPHD name. County Board will decide how they want to proceed with it, as it should be their property.
- vi. Cavallo Project- Working with IDOT.
- vii. 112 N Macoupon- offer backed out, will need to list now.
- viii. Rebuild IL 3 – Working with IDOT.
- ix. 118 W Chestnut- reduced listing, one showing
- x. N Broad- reduced cost at last meeting, no showings
- d. QI/QA/Risk Management minutes/Risk Management -3rd Quarter RM Event Summary Tool
 - a. Q3 Event Summary Tool was reviewed. Reviewed events, reviewed goals, and approved goals.
 - b. Minutes approval. Suzanne Stayton motioned. Mike Barnard second. Motion carried.
 - c. 3rd quarter assessment approval. Mike Barnard motioned. Chaz Swearingen second. Motion carried.
- e. Annual Emergency Drill Reports
 - a. All 5 locations have had their tornado and fire drills completed and reported out. This is a CMS requirement to be completed.

VII. Credentialing and Privileging – Dr. Michael Levora motioned to approve credentialing and privileging. Mike Barnard second. Motion carried.

- a. Initial
 - i. Lori Jackson, case manager
 - ii. Diane May, case manager
 - iii. Luke Hatlee, comm health worker
 - iv. Levi Hatlee, comm health worker
 - v. Morgan Buckner, comm health worker
 - vi. Juliet Woodridge, comm health worker
 - vii. Lily Booth, comm health worker
 - viii. Angela Pierce, dental assistant
- b. Recredential
 - i. Dr. Adams
 - ii. Cody Palmer, FNP
 - iii. Samantha Thomas, FNP
 - iv. Jaclyn Barnhouse, FNP
 - v. Donna Rasmussen, PA
 - vi. Amanda Vogel, FNP
 - vii. Sandra Cania, PMHNP
 - viii. Zuzana Killa, PMHNP
 - ix. JoEllen (Jodi) Juenger, PMHNP
 - x. Julia Ruckman, LCSW

- xi. Kristin Buller, LCSW
- xii. Daniel Lanctot, LCPC
- xiii. Andrea Card, School Counselor
- xiv. Michael Wattles, DMD
- xv. Lakshmi, Sajja, DDS
- xvi. Parth Desai, DDS
- xvii. Steven Boente, DMD
- xviii. Kathy Schafer, DMD
- xix. Katy Evans, PHDH
- xx. Julia Roemer, PHDH
- xxi. Joannathan Anderson, PHDH
- xxii. Jennifer Swank, RN
- xxiii. Bailey Jarman, RN
- xxiv. Christy Blank, RN
- xxv. Gary Ross, RN
- xxvi. Katelyn Fisher, RN
- xxvii. Taylor Brazel, LPN
- xxviii. Laura Cox, RDH
- xxix. Julie Pfeiffer, RMA
- xxx. Kendra Owens, RMA
- xxxi. Lizzy Tucker, CMA
- xxxii. Jennifer Greear, DA
- xxxiii. Angie Anderson, DA
- xxxiv. Kelsey Dewitt, DA
- xxxv. Amanda Reiniesch, DA
- xxxvi. Amanda Barrett, DA
- xxxvii. Steven Herbert, DA
- xxxviii. Rebecca Hampton, DA
- xxxix. Melissa Scherer, DA
- xl. Brooke White, DA

VIII. WIC, HFI, Environmental updates

- a. WIC- 646 clients receiving product in October, 664 active clients.
- b. HF- 2 staff out on FMLA, 1 new family added, 1 family closed.
- c. CMS Navigator – 79% patient Medicaid renewal rate for October

IX. Old Business – Staffing Shortage impacting patient numbers – Dentist nationwide shortage continues to impact us.

X. Review of Grants – Changes, Updates and Revisions

- a. HRSA Grant H8L51992 FY 2023 Bridge Access Program NOA received in the amount of \$21,455. This is for the purchase COVID vaccine and testing supplies. This was awarded to us by HRSA, we did not have to write for it.
- b. MCPHD Executive Team wrote for two grants all internally and were awarded both of them. We had no expense from outside grant writing consultants.

- HRSA Grant H2E50205, Health Center Program Service Expansion -School Based Service Sites (SBSS), in the amount of \$250,000 each year for two years. This was a competitive grant and MCPHD was 1 of 3 awards given in Illinois. NOA received on this award.
- IDPH Grant - Child/Adolescent Preventing Adverse Childhood Experiences (ACES) post COVID grant (PACES-PC) – MCPHD received \$200,000 and was only 1 of 11 counties chose to receive this grant.

XI. New Business

- a. Policy Review and Approval – Annual Policy Review
 - a. Please refer to the encompassing list of all policies, procedures and standing orders reviewed and submitted for approval. Attached as Exhibit “A”.
 - b. Approval of all policies, procedures and standing orders attached as Exhibit “A”. Suzanne Stayton motioned. Chaz Swearingen second. Motion carried.
- b. Staff vacancies
 - a. 3 FTE – Dentists (2 dentists contracted with future start dates), Driver opening on hold at this time, as we are stabilizing with the drivers we currently have, Front Office Assistant, PHDH, LCSW, and Dentist. We have been successful recently at finding good candidates to fill positions.
- c. Personnel Requests/Resignations/Evaluations – FMLA Request from Brittany Card, Front Office Assistant, SFW
- d. CRC Group – Malpractice Renewal, same premium amount from prior year.
 - a. Motion to approve. Mike motioned. Chaz second. Motion carried.
- e. Commercial Insurance Coverage – Columbia vs Cincinnati Insurance
 - a. Columbia versus Cincinnati, \$4900 less with Cincinnati with same coverage. If we increase deductible on wind/hail from \$5k to \$10k, Cincinnati will guarantee same rate for 3 years.
 - b. Motion to increase wind/hail deductible from \$5k to \$10k and lock premium for 36 months with Cincinnati. Mike motioned. Chaz second. Motion carried.
- f. Sign waiver for terrorism coverage and remove Commercial Property Expanded Coverage (XC) Plus Endorsement
 - a. Motion to sign waiver and remove Commercial Property Expanded Coverage (XC) Plus Endorsement. Nikki motioned. Mike second. Motion carried.
- g. Remove Inland Marine Policy – no longer needed. Previous administrator must have had it for construction at some point in time.
 - a. Motion to remove Inland Marine Policy. Nikki motioned. Mike seconded. Motion carried.
- h. RPS Cyber Insurance coverage
 - a. Motion to renew - \$13k
 - b. Nikki motioned. Chaz second. Motion carried.
- i. Encounter Rate Increase – IPHCA lobbied for an increase in encounter reimbursement for Community Health Centers and were successful.
 - a. Medical, dental, and behavioral encounter rates will increase by 11%
- j. Phreesia Fees
 - a. We are paying \$400-500 monthly in credit card fees by using this registration system, however the convenience to the patients to pay during registration has helped with patient pay fees.
- k. Next Gen

- a. Considering extracting our EMR into our own environment/platform. Readdress next fall.
- l. HRSA Review – HRSA reviewers requested Board to be present at meeting with auditors on 12/13 at 12pm/Oakland Ave Office.
- m. HFI Program
 - a. Audit passed and accreditation received.
 - b. Multiple resignations due to staff moving. Debbie is retiring in February. We do not have someone to take over this program when Debbie retires.
 - c. Becky and Christy do not have the bandwidth to solely run this program.
 - d. Consider discontinuation of this program.
- n. Annual Report
 - a. Review Annual Report. Will provide signed copies to all board members at December meeting.

Motion to adjourn at 8:40 pm. Mike Motioned. Suzanne Second. Motion carried.

XII. Next Meeting Date – Wednesday, December 20, 2023 at 6:00 p.m.

MISSION STATEMENT
OF THE
MACOUPIN COUNTY PUBLIC HEALTH DEPARTMENT

The Macoupin County Public Health Department believes that good health is a valuable right for all individuals, groups, and the community. We are dedicated to serve and work with the people in the community to prevent disease, to promote wellness and to protect the health of the residents of Macoupin County.