

MACOUPIN COUNTY BOARD OF HEALTH

Minutes for February 21, 2024, 6:00 p.m.

- I. Call to Order – Roll Call 6pm
 - a. Board Members Present: Sean Rees, Dr. Thomas Hatley, Mike Barnard, Chaz Swearingen, Nikki Ray, Suzanne Stayton, Leann Barr, Dr. Michael Levora
 - b. Board Members Absent: Terese Polo
 - c. MCPHD Staff present- Lori Sanson, Samantha Thomas, Gary Ross, Christy Blank, Becky Hatlee

- II. Recognition of the Public- none present

- III. Reading and Approval of January 17, 2024 minutes – Motion to approve minutes made by Dr. Thomas Hatley, seconded by Mike Barnard. Motion carried.

- IV. Financial Status – Approval of Bills
 - a. Discussion of Current Financial Situation
 - a. Public Health: balance beginning balance \$ 603,593.57 Ending balance \$ 396,393.08
 - b. Transportation: beginning balance \$672,087.05 Ending balance \$755,901.77
 - c. WIC: beginning balance \$17,709.76 Ending balance \$4,348.85
 - d. Community Care: beginning balance \$650,877.44 Ending balance \$858,466.86
 - e. MCHC, Inc.: beginning balance \$9,506.00 Ending balance \$7,520.58
 - f. USDA Final Loan Payment: beginning balance \$14,705.45. Ending balance \$14,715.42
 - g. Motion to approve financial reports made by Dr. Thomsas Hatley, seconded by Mike Barnard. Motion carried
 - b. Certificate of Deposit Update
 - a. Existing CD's were renewed with CNB at 5% interest rate/6 months. CD's were divided to five total to avoid going over the maximum insured rate.
 - c. Grant Renewals – Budget Approval – none
 - d. Review of 2023 Audit Report
 - a. Same two findings from previous year. Accountant is working to correct ledger balances, as this is an ongoing issue. She is training replacement currently. Second finding was sliding scale fee amounts were entered incorrectly. Reworked workflow to correct this going forward, including monthly reports for checks and balances.
 - b. Motion to approve 2023 Audit Report made by Dr. Thomas Hatley, seconded by Mike Barnard. Motion carried.

- V. Administrator's Report
 - a. Health Center Productivity Reports
 - a. Overall medical appts for January down due to provider absences/illnesses. Dental appts up due to new dentist joining our team. Behavioral Health appts remaining the same or slightly decreased.
 - b. UDS Review-Utilization Review of Patients per discount pay class, patient area served, poverty level, primary medical coverage.
 - c. UDS Report – 2023 UDS Report reviewed. Motion to approve UDS Report made by Sean Rees, seconded by Dr. Thomas Hatley. Motion carried.

- d. Review of Building Projects and Transportation Projects
 - a. Oakland Ave- 2nd floor flooring replacement under warranty is done. First floor replacement to begin March 4th.
 - b. Transportation- continuing to meet IDOT requirements. Project is moving, but very slowly.
 - c. Oak Street Lot – waiting for weather to allow progression.
 - e. QI/QA/Risk Management minutes/Risk Management
 - a. Focusing on cervical and colon cancer screening for Q1
 - b. Preventing falls
 - c. Sean Rees motioned to approve QI/QA minutes. Dr. Thomas Hatley seconded. Motion carried.
 - d. Sean Rees motioned to approve Risk Management Summary Event Tool – 4th quarter Risk Management Assessment. Dr. Hatley seconded. Motion carried
- VI. Credentialing and Privileging
- a. None
- VII. WIC, HFI, Health Educator and Environmental updates
- a. WIC numbers continue to decrease. Sam Thoams to spend time with department to assess any gaps or issues.
 - b. HFI Supervisor hired to replace Debbie Link in her retirement.
- VIII. Old Business – buildings for sale
- a. 2023 Annual Expenses to keep vacant buildings
 - i. Broad St. \$5,896.46
 - ii. Chestnut \$4963.79
 - iii. Macoupin \$15, 934.71, 4th quarter was \$867.64 – Transportation moved in August to the new location, so we believe the annual expense will decrease.
- IX. Review of Grants – Changes, updates and new
- a. None
- X. New Business
- a. Sliding Scale Review and Approval
 - a. New poverty guidelines reviewed.
 - b. Fees reviewed and Optum Fee Analyzer schedules reviewed
 - c. Market comparisons reviewed for SIU Center Family Medicine, SIU Dental Hygiene Clinic, Chestnut Health Systems.
 - d. New sliding scales reviewed, with no changes to the nominal fee amounts.
 - e. Motioned to approve new sliding scales made by Sean Rees. Seconded by Mike Barnard. Motion carried.
 - b. CVP Application submitted in 2022
 - a. Awarded 4 minivans
 - b. These will be rear entry handicap vans which can fit two wheelchairs
 - c. We are still waiting to hear about our vehicles from Rebuild III grant.
 - c. 5311 and DOAP funding appropriations amounts reviewed
 - d. Board Member Application

- a. Received a resignation from Peg Barkley both boards.
- b. No new board applications to review.
- e. 340B Audit Update
 - a. Completed independent audit with Nuvem. Submitted everything for HRSA 340 B audit on 2/14. HRSA 340B audit is scheduled for March 6th.
- f. Policy Review and Approval
 - a. Smoke-Free Illinois Act Enforcement Policy
 - i. Motion to approve made by Suzanne Stayton, seconded by Leann Barr. Motion carried.
- g. Staff vacancies
 - a. Seven positions are still open, first time we have been full with dentists since our expansion. Staffing is improving.
- h. Personnel Requests/Resignations/Evaluations
 - a. Peggy Dunn transportation dispatch- FMLA request
 - b. Laura Cox- intermittent FMLA request
 - i. Sean Rees motioned to approve FMLA request for Peggy Dunn and Laura Cox. Chaz Swearingen seconded. Motion carried.
 - c. Joe Fischer transportation resignation
 - d. Ellyn Lowry substance abuse counselor resignation
- i. Sean Rees motioned to accept 805 Broad Street offer. Dr. Thomas Hatley seconded. Nikki Ray voted present. Motion carried.
- j. Paid Leave All Workers Act (PAWLA) – Personnel Policy recommended changes from employment attorney reviewed, accepted and retroactive to January 1, 2024. Motion to approve Personnel Policy changes retro to January 1, 2024 made by Sean Rees. Seconded by Chaz Swearingen. Motion carried.
- k. Request to purchase cameras and security equipment for Columbian and St. Francis Way. Motion to approve purchase made by Dr. Thomas Hatley, seconded by Leann Barr. Motion carried.

XI. Executive Session – Personnel

- a. Mike Barnard motioned to move to executive session at 6:57 pm. Leann Barr seconded. Motion carried.
- b. Dr. Thomas Hatley motioned to exit executive session at 7:30pm. Leann Barr seconded. Motion carried.

Motion to adjourn at 7:36pm by Sean Rees. Seconded by Dr. Thomas Hatley. Motion carried.

XII. Next Meeting Date – Wednesday, March 20, 2024 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.