

MACOUPIN COUNTY BOARD OF HEALTH

Minutes for May 21, 2025, 6:00 p.m.

- I. Call to Order – Roll Call at 6:11p.m.
 - a. Board Members Present: Leann Barr, Sean Rees, Dr. LeVora, Mike Barnard, Chas Swearingen, Ashley Simons
 - b. Board Members Absent: Lauren (Nikki) Ray, Holly Boston, Dr. Thomas Hatley, Dr. Polo
 - c. Staff present- Sam Thomas, Christy Blank, Becky Hatlee, Derrek Tiburzi, Gary Ross, Lori Sanson

- II. Recognition of the Public – None

- III. Reading and Approval of April 16, 2025 minutes
 - a. Sean Rees motioned. Chas Swearingen seconded. Motion carried

- IV. Financial Status – Approval of Bills
 - a. Discussion of Current Financial Situation – Sean Rees questioned why the Community Care account deposits were down, explained that we had not received a drawdown from the federal government for April’s reimbursement at this time. Chas Swearingen asked with the State still owed us money from 1st quarter vouchering, but we have received reimbursement for April on some, explained that quarter vouchering seems to always be behind from the State.
 - a. Public Health: Beginning balance \$422,092.55 Ending balance \$446,363.31
 - b. Transportation: Beginning balance \$830,796.26 Ending balance \$807,709.66
 - c. WIC: Beginning balance \$19,144.37 Ending balance \$20,769.14
 - d. Community Care: Beginning balance \$1,086,085.22 Ending balance \$905,949.66
 - e. MCHC, Inc.: Beginning balance \$15,331.02 Ending balance \$18,610.02
 - f. USDA: Beginning balance \$22,173.48 Ending balance \$22,187.15
 - g. Total cash assets: \$2,612,874.35
 - h. Motion to approve by Ashley Simons, seconded by Leann Barr. Motion carried.

 - b. Outstanding Grant Remittance owed to MCPHD from the State of IL - \$ 382,542.37

 - c. Budget Approval – Full Budgets for County Board
 - a. Public Health: FY 2026 \$ 14,269,876.00
 - b. Transportation: FY 2026 \$ 2,393,600.00
 - c. WIC: FY 2026 \$167,664.00
 - d. Community Care: FY 2026 \$ 11,405,227.00
 - e. MCHC, Inc.: FY 2026 \$20,000.00
 - f. Motion to approve FY26 budgets made by Sean Rees, seconded by Ashley Simons. Motion carried.

- V. Executive Session – None

- VI. Administrator’s Report
 - a. Health Center Productivity Reports
 - a. Dental remain down a little, short dental assistants. Medical numbers are terrible. PMHNP numbers are mediocre, Counseling numbers look slightly better.

- b. 5000 unduplicated patients on track for goal of 9263 annually. 2980 visits per month. At 54% of our patient served goal.
- b. UDS Review-Utilization Review of Patients
 - a. Continue to work on clinical quality measures.
 - b. Reviewed patients served broken down by zip code, patients served by income as percentage of poverty guidelines, patients served broken down by third party medical insurance, patients served broken out by major service category and social determinants of care.
 - c. 5000 unduplicated patients on track for HRSA goal of 9263 annually.
- c. QI/QA/Risk Management minutes
 - a. Reviewed UDS #'s, patient surveys, EEC Committee, Credentialing and Privileging of Dr. Makhija, DDS, open positions, reviewed policy changes needed, and chart audits.
 - b. Motion to approve by Sean Rees, seconded by Mike Barnard. Motion carried.
- d. 1st Quarter 2025 Risk Management Report
 - a. Reviewed data summary of 46 incident reports, with 1 requiring SWOT analysis. Reviewed current staff training progress, set new quarterly goals. Now require two-person verification for all immunizations. We are at 96% completion rate for all staff required training.
 - b. Motion to approve by Ashley Simons, seconded by Sean Rees. Motion carried.
- e. Review of current projects
 - a. Transportation Building- A&E plans completed, waiting on construction approval from IDOT.
 - b. St. Francis Way- leased building- on the wait list for roof
 - c. Morgan St- JUN construction stated gutter project will be completed by 5/23/25.
 - d. Columbian Blvd- heating issue remains outstanding.
 - e. Oakland Ave – flooding in storm again but caught immediately and did not damage floor.
 - f. Maple Street – sign installed and complete.
 - g. Surplus Vehicles – Awesome Ink removing decals and then they can go to auction.

VII. Old Business

- a. Need additional Board Members – Dr. Polo’s last meeting was April per Dr. Levora. We need to find a replacement immediately.
- b. Cyber Insurance Policy – new policy issued from Dual Commercial, LLC Cyber which is an A+ rate company. Waiting for a refund from CFC Policy
- c. Nuisance Complaint update– County Board directed us to let anyone calling in regarding nuisance complaints that there is not a good solution at this time, due to no ordinance in place.
- d. SLHC Audit - Recertification Certificate received for Maple Street and Morgan Street with no findings.

VIII. Credentialing and Privileging

- a. Dr. Divja J Makhija, DDS.
- b. Motion to approve by Sean Rees, seconded by Leann Barr. Motion carried.

- IX. WIC, HFI, Health Educator, Safe Families, Environmental, and Transportation updates
 - a. WIC
 - i. Achieved caseload for April 527 which is 86% of their caseload, enrolled caseload 638, 104% of goal.
 - ii. BFPC had 45 contacts for April
 - iii. Continuing mobile unit and outreach
 - iv. 216 referrals this month generated from WIC
 - b. HFI
 - i. 7 March referrals and 7 positive screens
 - ii. 20 families in the program
 - iii. 10 community outreach events completed
 - c. Health Educator
 - i. Maple Street SLHC students – 1001
 - ii. Morgan Street SLHC students – 267
 - iii. Total SLHC 1268 in April
 - d. Safe Families
 - i. DV New adults served 6 and 5 children, 239 encounters (35clients)
 - ii. 51 DV hotline calls with 14.75 hours
 - iii. 10 orders of protection filed
 - e. Environmental
 - i. 1 new food establishment
 - ii. 49 routine inspections, 52 re-inspections
 - iii. 22 Retail Food Service Consultations
 - iv. Food license permits due by 6/15/25
 - f. Transportation
 - i. 3454 trips with 2,700 hours of service
 - ii. No accidents in April
 - iii. Group trips went well in April
 - iv. 4 new minivans and 2 new buses through CVP
- X. Review of Grants – Applications, Changes, updates and new
 - a. Local Health Protection Grant
 - b. LHPG Opioid Overdose Prevention
 - c. LHPG Tuberculosis Prevention
 - d. Safe Drinking Water
 - e. Tanning
 - f. Body Art
 - g. Vector Surveillance and Control
 - h. Tick Surveillance
 - i. Illinois Tobacco Free Communities 2026
 - j. Pre-Exposure Prophylaxis
 - k. Perinatal Hepatitis B Prevention through Case Management
 - l. WIC
 - m. Breastfeeding Peer Counseling
 - n. ROSC
 - o. School Health Center Grant – Maple and Morgan Street
 - p. Overdose Fatality Review Team Development and Implementation
 - q. IDHS Home Visiting – Health Families Illinois (HFI)

r. Motion to approve grant applications by Sean Rees, seconded by Ashley Simons. Motion carried.

XI. New Business

- a. Marketing and Rebranding -MCPHD Psychiatric & Therapy Services chart, McDaniels marketing and branding campaign. Board of Health wants us to include website management to get it updated more routinely and make it more user-friendly. Motion to approve McDaniels Digital Marketing and Brand Development Budget Proposal made by Sean Rees, seconded by Ashley Simons. Motion carried.
- b. Directors and Officers Policy Renewal – Renewal went from \$908 to \$933. Motion to approve D&O Renewal made by Leann Barr, seconded by Mike Barnard. Motion carried.
- c. Federal Postage Increase effective 7/13/2025 – going from \$.73 to \$.78
- d. Policy Review and Approval
 - Case Management Policy and Procedure - Motion to approve made by Sean Rees, seconded by Ashley Simons. Motion carried.
 - Evidenced Based Screenings Policy and Procedure - Motion to approve made by Sean Rees, seconded by Leann Barr. Motion carried.
 - Privacy Policy: Substance Use Confidentiality (42CFR)- Motion to approve made by Sean Rees, seconded by Leann Barr. Motion carried.
- e. Personnel Requests/Resignations/Staff Vacancies – Jordan Fuller resigned, open positions 6 dental assistants, office assistant, LCSW, PHDH, RDH, 3 Drivers
- f. Next Month's Meeting – Christy will be on vacation. Leave meeting the same to not disrupt current schedule.

XII. Motion to adjourn at 7:52 p.m. made by Mike Barnard, seconded by Chas Swearingen. Motion carried.

XIII. Next Meeting Date – Wednesday, June 18, 2025 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.