

MACOUPIN COUNTY BOARD OF HEALTH

Minutes for November 19, 2025, 6:00 p.m.

- I. Call to Order – Roll Call – 6:05pm
  - a. Board members present: Chas Swearingen, Dr. Thomas Hatley, Dr. Michael LeVora, Lauren Boente, Leanna Barr, Margaret Perry, Morgan Rusten, Pamela Danker, Rachel Woods, Sean Rees
  - b. Board members absent: Ashley Simons, Holly Boston
  - c. Staff present: Becky Hatlee, Christy Blank, Gary Ross, Lori Sanson, Samantha Thomas
- II. Recognition of the Public- None
- III. Reading and Approval of October 15, 2025 minutes
  - a. Motion to approve by Rachele Williams. Seconded by Dr. Thomas Hatley. Motion carried.
- IV. Financial Status – Approval of Bills
  - a. Discussion of Current Financial Situation
    - a. Public Health: Beginning balance \$362,266.79 Ending balance \$498,087.68
    - b. Transportation: Beginning balance \$756,812.66 Ending balance \$648,697.27
    - c. WIC: Beginning balance \$41,749.40 Ending balance \$8,517.85
    - d. Community Care: Beginning balance \$827,047.25 Ending balance \$1,173,520.77
    - e. MCHC, Inc.: Beginning balance \$27,175.15 Ending balance \$27,645.57
    - f. USDA: Beginning balance \$22,257.00 Ending balance \$22,271.18
    - g. Total cash assets: \$2,760,990.18 over ending balance of \$2,420,028.53
    - h. Outstanding Grant Remittance owed to MCPHD 150,953.90 for October 2025
    - i. Transportation and WIC reimbursements are behind from government shutdown. We are also expecting Medicaid and Medicare reimbursements to be impacted as well.
    - j. Motion to approve by Sean Rees. Rachele Woods seconded. Motion carried.
- V. Executive Session – personnel, legal
  - a. Sean Rees motioned to enter 6:35pm. Dr. Thomas Hatley seconded. Motion carried.
  - b. Chas Swearingen motioned to exit 7:31pm. Sean Rees seconded. Motion carried.
- VI. Administrator’s Report
  - a. Health Center Productivity Reports
    - a. October- a lot of provider vacations so down on kept apts. Unduplicated patients at 8911 with goal of 10000. A lot of vacations scheduled through the holidays, so we do not expect to make it to 10,000 patients this year. We are hoping for 9500, which is 95% of our goal.
  - b. UDS Review-Utilization Review of Patients
    - a. Clinical quality measures- still not meeting 5 of them, but this is much improved. Will likely never hit the child immunization measure due to no patients 0-24mos that take all recommended vaccines, not just required.
  - c. QI/QA/Risk Management
    - a. Minutes reviewed, including patient satisfaction survey results and chart reviews.
    - b. Sean Rees motioned to approve. Leann Barr seconded. Motion carried.
  - d. Review of current projects

- a. Transportation Building- Derrek leading this with IDOT
- b. St. Francis Way, Morgan St, Oakland Ave, Maple St.- No projects
- c. Columbian Blvd- heating project complete- all siding removed on west side, old window openings revealed- sealed, insulated, plywood, wrap and siding. Project complete.

VII. Old Business

- a. MCPHD advertising, marketing, re-branding and website update – reviewed new logos and website. Will have launching plan to share hopefully in December.

VIII. Credentialing and Privileging

- a. Review the approval of applicants – See Schedule “A” attached.
- b. Motion to approve by Leann Barr. Pam Danker seconded. Motion carried.

IX. Program updates

- a. WIC- 102.8% closeout participation to base caseload
- b. Safe families- 174 client encounters. School outreach with Bailey- 158 total students
- c. Environmental- 6 new establishments
- d. Transportation- 3445 total passenger trips for the month. Great turnout for passenger trips, safety score dropped due to drivers not following required rules of the road. This remains a problem. Board suggested progressive discipline for drivers who are not following the law and company policy.

X. Review of Grants – Applications, Changes, updates and new

- a. We received notification that we were awarded the 708 Board Grant from Montgomery County in the amount of \$55,035.
- b. We were awarded the IDPH IL Vaccine Access Program in the amount of \$25,000.
- c. We are still waiting to hear about the IL-RCCA ANCHOR and IDPH OFR grants.

XI. New Business

- a. Board Members/By Laws
  - a. Recommended Holly Boston and Ashley Simons be designated to Health Center Board members. Recommended all other members everyone else is Board of Health and Health Center Board
  - b. BYLAWS changed to No term limit for Board members as removed in the compliance manual for HRSA. A term is 3 consecutive years but there is no restriction on the number of non-consecutive or consecutive terms served. Prior it was 3 consecutive terms or a max of 9 years.
  - c. Chas Swearingen motioned. Morgan Rusten seconded. Motion carried.
- b. Gap Insurance Renewal Quote
  - a. Motion to stay with James Nelson for Gap Insurance at reduced premium of \$14,595.00
  - b. Sean Rees motioned. Dr. Thomas Hatley seconded. Motion carried.
- c. Policy Review and Approval
  - a. Credentialing and Privileging Policy
  - b. Late and Missed Appointments
  - c. Fiscal Manual Patient Payments, Billing Collection and Write-Off Policy, Collection of Delinquent Accounts

- d. Responding to Law Enforcement Procedure
- e. Sean Rees motioned to approve the above-mentioned policies. Rachelle Woods seconded. Motion carried.
- d. Personnel Requests/Resignations/Staff Vacancies
  - a. Reasonable Accommodation Request – Haley Baur  
Sean Rees motioned. Dr. Thomas Hatley seconded. Motion carried.
  - b. Victoria Ollis is requesting to reduce hours to part time d/t housing issue. She is a DA. This is typically full time only.  
Lauren Boente motioned. Leann Barr seconded. Motion carried.
  - c. Resignations – Sean Walker- Environmental Health. Jessica Katava - accountant

XII. Next Meeting Date – Wednesday, December 17, 2025 at 6:00 p.m.  
Motion to adjourn by Sean Rees at 8:01pm. Lauren Boente seconded. Motion carried.

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.

Schedule "A"

Dr. August Adams  
Jonathan Anderson  
Zoe Ashmore  
Amanda Barrett  
Esha Bhatt  
Christy Blank  
Deanna Boden  
Lilly Booth  
Ashley Brown  
Kristin Buller  
Sandra Cania  
Andrea Card  
Colleen Cash  
Meghan Chambers  
Laura Cox  
Angela Crays  
Parth Desai  
Kelsey DeWitt  
Katy Evans  
Katelyn Fisher  
Kristofer Foster  
Jennifer Greear  
Ashley Greenwalt  
Ariana Hales  
Rebecca Hampton  
Kara Harmon  
Levi Hatlee  
Luke Hatlee  
Ronald Howard  
Lori Jackson  
Zuzana Killam  
Diane May  
Dawn (Amy) McCollum  
Juliet Milton  
Bailey Moore  
Jamie Ott  
Alexis Page  
Julie Pfeiffer  
Brian Pollo  
Donna Rasmussen  
Kiersten Reeves  
Amanda Reiniesch  
Julia Roemer  
Emily Roman  
Gary Ross  
Julia Ruckman  
Lakshmi Navyatha Sajja  
Angela Schuckenbrock  
Rositta Schuster  
Kathy Shafer  
Nicole Shomaker  
Joi Sieben  
Samantha Thomas  
Elizabeth Tucker  
Carissa Vanden Berk Clark  
Amanda Vogel  
Madison Waters  
Michael Wattles  
Brooke White