

MACOUPIN COUNTY BOARD OF HEALTH
Minutes for December 17, 2025, 6:00 p.m.

- I. Call to Order – Roll Call. Call to order at 6:06pm.
 - a. Board Members Present: Ashley Simons, Chas Swearingen, Dr. Thomas Hatley, Dr. Michael Levora, Lauren Boente (Nikki Ray), Leann Barr, Margaret Perry, Morgan Rusten
 - b. Board Members Absent: Holly Boston, Pamela Danker, Rachelle Woods, Sean Rees
 - c. Staff present- Lori Sanson, Sam Thomas, Christy Blank, Derrek Tiburzi, Gary Ross

- II. Recognition of the Public- None

- III. Reading and Approval of November 19, 2025 minutes
 - a. Dr. Thomas Hatley motioned. Chas Swearingen seconded. Motion carried.

- IV. Financial Status – Approval of Bills
 - a. Discussion of Current Financial Situation
 - a. Public Health: Beginning balance \$498,087.68 Ending balance \$467,696.29
 - b. Transportation: Beginning balance \$648,697.27 Ending balance \$718,356.43
 - c. WIC: Beginning balance \$8,517.85 Ending balance \$7,520.79. Two grant payments have come in in December which will be reflected next month
 - d. Community Care: Beginning \$1,173,520.77 Ending balance \$735,316.21 – need to do a draw down from grants.
 - e. MCHC, Inc.: Beginning balance \$27,645.57 Ending balance \$27,645.57
 - f. USDA: Beginning balance \$22,271.18 Ending balance \$22,283.99
 - g. Total cash assets: 2,361,069.14, down from last month of \$2,760,990.18. This is a result of not drawing down federal grants, waiting on state reimbursements, Medicaid and Medicare payments stalled from government shutdown. Admin is monitoring closely.
 - b. Motion to approve by Ashley Simons motioned. Morgan Rusten seconded. Motion carried.

- V. Executive Session – personnel, legal
 - a. Motion to enter 6:12pm by Dr. Thomas Hatley. Seconded by Nikki Ray. Motion carried.
 - b. Motion to exit 6:26pm by Nikki Ray. Dr. Michael Levora seconded. Motion carried.

- VI. Administrator’s Report
 - a. Health Center Productivity Reports
 - a. 2242 total encounters- worst month of all year. 9135 unduplicated patients. We will not hit 10000 but we will beat 2024 number of unduplicated patients.
 - b. We have a lot of providers out, vacations, intermittent leave, weather and holidays
 - c. Reviewed UDS measures for Income as Percentage of Poverty, Primary Third Party Medical Coverage, Special Populations to ensure appropriate populations are being reached.
 - b. UDS Review-Utilization Review of Patients
 - a. Improving dental sealant documentation- still not meeting 5 targets but much improved across all measures
 - c. QI/QA/Risk Management

- a. Reviewed QI/QA Minutes from November 6, 2025. Motion to approve by Ashley Simons. Leann Barr seconded. Motion carried.
 - d. Review of current projects
 - a. Transportation building- waiting on remittance for A&E payment, this is the only outstanding project.
- VII. Old Business
 - a. MCPHD advertising, marketing, re-branding and website update – On target for 1st quarter release.
- VIII. Credentialing and Privileging
 - a. Dentist sponsorship - Dr. Makhija
 - b. Motion to approve by Dr. Thomas Hatley. Seconded by Chas Swearingen. Motion carried.
- IX. Program updates
 - a. WIC- 101% of goal
 - i. 205 appointments were completed in November, with an enrolled caseload of 722, seeing 606 clients.
 - b. Safe families- 147 client encounters in November, with 59 hotline calls totaling 19 hours this month
 - i. 8 Ops filed with 6 granted
 - c. Health Educator- reached 1,851 students this month across all of the school districts
 - d. Environmental- 1 food complaint that was remediated. 1 septic complaint, 45 routine inspections completed, 22 re-inspections completed.
 - e. Transportation- decreased total number of passengers and fewer days of service. Total of 2,648 passenger trips were completed, 42,493 service miles driven, and 1,950 hours of service completed. Reviewed overall safety score of 92, which has decreased from prior month. Reviewed individual driver safety scores to identify any repetitive routines going array.
- X. Review of Grants – Applications, Changes, updates and new
 - a. ANCHOR grant funding not received
 - b. IL Vaccination grant was awarded \$25k for COVID vaccine to be readily available during clinics
- XI. New Business
 - a. 2024 – 2025 Annual Report for the Macoupin County Public Health Department
 - a. Dr. Thoams Hatley motioned. Ashley Simons seconded. Motion carried.
 - b. Encounter Rate - notification of increase from HFS
 - a. Total percentage increase to medical rate of 8.67%
 - b. Medical rates \$203.63, dental \$153.94, behavioral \$87.66.
 - c. Board Members – Need Treasurer replacement soon as Nikki Ray is going to stepdown in first quarter.
 - a. All Board Members are on Health Center Board
 - b. Board of Health- All Board Members except Ashley Simons, Holly Boston, and Rachel Woods.
 - c. Ashley Simons is moving to Macoupin County and is interested in potentially taking over secretary around March if she moves to Macoupin County.
 - d. Leann Barr motioned. Dr. Thomas Hatley seconded. Motion carried.

- d. Executive Minutes
 - a. June through December executive minutes will be kept private and not released to the public due to sensitivity of personnel issues.
 - b. Nikki Ray motioned. Morgan Rusten seconded. Motion carried.
- e. Policy Review and Approval
 - a. Radiation Safety and Exposure for Dental Patients and Staff Policy and Procedure, Dental Pain Management, Dental Antibiotic Use and Prophylaxis in Dental Procedures, Dental Use of Local Anesthetic and Sedation, Dental Prevention of Potential Backflow Associated with the Use of Saliva Ejectors and High-Volume Evacuation, Dental Aseptic Technique, in Dental Procedures, Dental Same Day/Walk-in Appointments, Infection Prevention and Control Training and Assessment Policy, and Vehicle Advertisement Policy
 - i. Nikki Ray motioned to approve policy changes. Chas Swearingen seconded. Motion carried.
- f. Personnel Requests/Resignations/Staff Vacancies
 - a. Amanda Vogel PMHNP-BC informing us that she took a secondary position as nursing instructor for clinical rotations for RN's
 - i. Nikki Ray motioned. Ashley Simons seconded. Motion carried.
 - b. Resignations - Jaimee Nelson dental assistant trainee, Joi Sieben, Tiffany Kershaw dental assistant trainee

XII. Next Meeting Date – Wednesday, January 21, 2026 at 6:00 p.m.

- a. Motion to adjourn at 7:27 by Chas Swearingen. Dr. Thomas Hatley 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.