

**Christian County Public Health Department**

**Meeting Minutes**

**6/16/22**

**18:05**

**Call to order** at 18:05 Members present: Vicki McMahon, Kathy Fergin, Leslie DeVore, Greg Seiders, Lindsay Fox, Dr. DelValle. Quorum noted.

Reviewed previous minutes. Vicki motioned to approve last meeting's minutes. Kathy 2nds motion. All in favor. Motion passes.

**Public Comment:**

Jane Griffith speaks highly of another employee (Kelsey Barstlow) taking on more responsibilities and is requesting a salary increase. Kent Delay adds that said employee is a great asset and helps with many duties.

**Admin. Report:**

6:15PM Dr. Terry Cunningham arrives.

Greg reviewed and discussed trend report, accounts, grants. Fiscal Year 22 program updates: all items submitted and executed except for emergency preparedness. IPV grant ends this month. Local Health Protection grant coming up. No reviews on DHS side. Leslie asks if any major changes are occurring. Greg informed board no major changes at this time.

**Covid update:**

Kent Delay discussed main focus of Covid-19 is on congregate settings. No longer any contact tracings. As of June 1<sup>st</sup> community members who are positive for Covid will receive a text and discuss close contacts of close friends and family. 5 days to isolate then 5 days to mask. Positive Covid-19 persons are to call a specific number or CCHD to discuss questions. May go online to get return to work slip.

Deaths are no longer just placed with diagnosis of Covid-19. Must contact coroner. INEDSS system has information such as deaths, test results, etc.

Covid-19 testing numbers have decreased to 6-10 a day for the last 2-3 months.

Pediatric vaccine for Covid-19 available. Pending CDC approval. FDA approved.

**Personnel update**

Kelsey Barstlow's salary-employee is first person who has held position who is not a registered nurse. Currently resides in Christian County.

Tricia Harkins-well versed in public health due to working in Dewitt/Piatt County Health Department. Discussed background, experience, and future goals.

Trisha explains her former administrator is looking to provide community service in the public health area to help improve other communities' public health. Former administrator would like to start this community service at Christian County Health Department. Much discussion and interest noted from board members. Board advised Tricia to contact him and begin process.

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Parking lot—Pending a quote for fixing parking lot. Concerns of area being private property. Vicki states need to consider a more permanent fix vs rock/oil repeatedly.

**Bylaws discussion**

Vicki and Kathy have been reviewing bylaws and are half way done. Both feel will be done by next meeting and plan to discuss.

**New Business**

ARPA: + \$800,000 1<sup>st</sup> trench/ 2<sup>nd</sup> trench \$3.1/\$3.6 million

Discussion of what money could improve as a package. Encourage proposal of parking lot plan and remodel due to expanding services.

Mental Health ideas to possibly bridge with Crossings Healthcare to have a satellite locations for mental health in Christian County such as Taylorville, Pana, etc. Mental Health meeting approaching soon. Greg or Kent will alert board members of meeting so can attend as joint effort. Goal is to have package put together to present to the finance meeting.

Vaccine refrigerator purchase: grant expires, utilize money for refrigerator/freezer. Local appliance center contacted and unable to obtain specific needs of department.

Potentially opening vaccines to BCBS members of the community.

Fiscal Year 2023 grants: Most are same and consistent from previous year. \$5,000 boost to local health department protection grant gets 1 lump sum.

Strategic plan: Reviewed Greg's strategic plan. Plan is well constructed. Most plans are 3 year plan. Will attempt to follow 3 year goal.

**Executive Session**

Vicki McMahan makes motion to enter executive session. Dr. Terry seconds motion. All in favor.

Executive Session at 7:43PM. Roll Call-Vicki McMahan, Dr. DelValle, Dr. Cunningham, Kathy Fergin, Leslie DeVore, Lindsay Fox

Lindsay motions to close executive session. Kathy seconds motion. All in favor.

8:05PM: Open session resumes.

Dr. Cunningham motions to remove interim from Greg's title. Dr. DelValle seconds motion.

Discussion regarding motion.

Leslie discusses an employee needing to pick up their paycheck from CCHD, but due to administrative staff being out, the employee was unable to obtain their paycheck. Leslie stresses

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the need for improved communication, accountability, office coverage, and needing more from Greg.

Kathy adds community is unable to get their needs met, and board members need to be made aware of availability issues. Simple solution to shoot an email to board members in order to clarify with the community when there is an issue.

Roll call vote for motion of interim being removed for Greg's title. Kathy, Dr. Cunnington, Dr. DelValle, Leslie, Lindsay vote yes. Motion passes.

Main points to discuss for next meeting—budget, guidance regarding budget, Vicki to talk to Matt about parking lot, and bylaws.

Lindsay motions to adjourn meeting. Vicki seconds motion. All in favor.

Adjourned 8:13PM.

Next meeting scheduled-7/14/22 at 6:30PM