

**Christian County Health Department
Meeting Minutes
07/22/2026**

- I. Call to Order:** Dr. Leslie DeVore on July 22, 2026, at 6:04pm
- II. Pledge of Allegiance**
- III. Roll Call:** Dr. Yociss, Vicki McMahon, Dan Held, Janet DeClerck, Dr. Leslie DeVore. Present. Absent: Dr. Sowle, Dr. Pavi Gill, Amelia Shoemaker

Dr. Leslie DeVore stated 3 positions had to be nominated and elected for our new financial year.

President: Dr. Leslie DeVore nominated by Vicki McMahon. Second by Dr. Yociss. All in favor. Nomination approved.

Vice-President: Dan Held nominated by Janet DeClerck. Second by Dr. Yociss. All in favor. Nomination approved.

Secretary: Janet questioned what the outcome of asking Christian County Board for a secretary for our meeting? Vicki McMahon said it is still being discussed.

Janet DeClerck nominated by Dan Held. Second by Dr. Yociss. All in favor. Nomination approved

IV. Approval of previous meeting minutes:

A. May 27, 2026

Motion was made to approve the minutes from the previous meeting with no changes by Dan Held. Seconded by Vicki McMahon. All in favor. Motion passed.

V. Public Comment: No public comment

VI. Reports:

A. Department Reports

- 1.Nursing Discussion:Chicago Parenting Program discussed. Staff members have completed training and will offer the new program soon.
- 2.Emergency Management Discussion: Staff participated in an emergency management tabletop exercise involving hypothetical an infectious disease outbreak.
- 3.Environmental Discussion: Health Department received a positive West Nile mosquito pool test. No human cases reported. A discussion was had

regarding a placement of a mosquito trap in Morrisonville. An MOU will be required if on private property.

4. Mental Health Discussion: Programming continues as we have hired new staff.

5. Admin Discussion: Local TV (WAND) wants to have a live broadcast promoting the upcoming health fair.

B. Financial Report

1. Discussed and reviewed statement of monthly revenues and expenditures for May and June.

2. Discussed and reviewed YTD revenues and expenditures. Motioned to approved financial report by Vicki McMahon. Seconded by Dr. Yociss. Roll Call: Dr. DeVore Y, Dr. Gill Y, Vicki Y, Dan Y, Janet Y. Motion passed.

VII. Personnel Update:

A. Tiffany Sims has been hired as the new Director of Mental Health and Substance Use Therapist. She has been with the HD approx. 3 weeks. She is working on establishing an infrastructure for billing.

VIII. Notification and Approval of Claims:

A. None at this time

IX. Unfinished Business:

A. 60th Anniversary - None at this time.

B. IPLAN Incentives- We have increased from about 320 to 346. Staff plan on additional outreach through food pantries, health fairs, library events, county board meeting, and other community events.

C. Administrator's Evaluation- To be discussed at next meeting

D. Kratom Ordinance- Update provided. County Board tabled it due to public comment and discussion. Health board plans to continue pursuing its proposal.

X. New Business:

A. Billing Coordinator Job Description – Board reviewed proposed updates to the Billing Coordinator position. Outdated terminology, clarifying responsibilities, and adding duties currently being performed. Clarifying that the position is part-time, although hours may increase temporarily based on workload. Motion was made by Vicki McMahon to accept amended position description, second by Dr. Yociss. All in favor. Motion passed.

- B. CCHD Organization Chart Update- Motion made to accept the Organizational Chart as presented by Vicki McMahan. Second by Dan Held. All in favor. Motion passed.
- C. Director of Mental Health and Substance Use Therapist Vacation Days- Dr. Anderson offered 12 vacation days instead of the 10 normally given. Per BOH policy it needs final approval by the board. Motion was made by Dan Held to approve the 12 vacation days for the new Director of Mental Health and Substance Use Therapist. Second by Dr. Yociss. Roll Call: Dr. DeVore Y, Dr. Gill Y, Vicki Y, Dan Y, Janet Y. Motion passed.
- D. Community Public Health Champion- Administrator presented a proposal for an annual Community Public Health Champion. Board expressed support of the concept and tabled for future discussion.
- E. Finance Budget Meeting Date- A FY27 budget meeting needs to be scheduled for August. Dr. Anderson will send out a link to find the best date for a quorum and let everyone know.

XI. Executive Session: - No closed session

XII. Other Matters or Updates before the Board- None at this time.

XIII. Adjournment:

-Motion to adjourn meeting by Vicki McMahan. Seconded by Dan Held. Motion carried

Meeting adjourned at 6:55 pm.