



# Fayette County Board of Health

## Meeting Minutes

November 29, 2022 at 5:30 P.M.

### Members Present

Joe Wills  
Pam Parrish  
Kelli Blank  
Joe Schaal  
Tom Goodell  
Katie Hayes  
Tammy Sasse  
Julie Aderman

### Members Absent

Jenny Waggoner  
Glenn Skow, MD

### Staff Present

Kendra Craig- Administrator  
Debbie Richardson, Temporary Secretary  
Allison Satterthwaite- Director of Public Health  
Kiley Depew- Director of Finance  
Heather Jackson- Director of Maternal & Child Health  
Elizabeth Washburn- Director of Homecare  
Jodi Smith- Director of Environmental Health

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President J. Wills called the meeting to order at 5:42 p.m. Roll was called and a quorum was confirmed to be present.

### **Minutes of August 16, 2022**

J. Wills asked for a motion to accept the minutes as submitted. Joe Schaal carried the motion, Kelli Bland seconded the motion. All were in favor: none opposed.

### **Closed Session**

Not needed at this time

### **Those Wishing to Address the Board**

None

### **Old Business**

#### West Shed/ARPA

K. Craig presented the current ARPA funds approved for the West Shed is \$80,000. We may ask for additional funds if we go above the \$80,000. Waiting on Mark Ritter for the Scope of Work to allow for bids.

### **New Business**

#### Carpet

K. Craig presented the need to have carpets shampooed within the building. Estimated \$5,000. We will be asking for bids to complete this task. Waiting on bids.

2022-2027 I-Plan. Priorities identified: 1. Mental and Behavioral Health; 2. Substance Abuse; 3. Chronic Illness. Motion made to accept the 2022-2027 FCHD I-Plan made by Julie Aderman, 2<sup>nd</sup> by Pam Parrish. All approved.

## **Staff Reports**

### Administrative Report

- Workman Comp Claim / FMLA
- County Christmas party – December 6th
- Staff Christmas Party – December 13th
- ARPA – Building and Server
- Vandalia Library
- Cost of Living Raises, potential for closed session
- Human Resources / Billing
- Ameren Proposal for Lighting
- 2023 Meeting Dates: **February 21, 2023; May 16, 2023; August 15, 2023; November 21, 2023**

### Home Care Report

E. Washburn stated that 91 patients were served by Home Health this quarter. 5 patient falls reported. 4 with injury and 1 without injury. 4 patient infections. Re-hospitalizations totaled 14. 17 patients were served by Hospice during this quarter. 3 patient fall reported. 2 without injury. 1 with injury. 0 patient infection. Spiritual care surveys totaled 3. All stated that the right amount of support was provided. E. Washburn presented Home Health and Hospice financial data for FY 22. Staff changes included new Office Manager and Home Health Aide. .

### **Motion to Approve QAPI report for Home Health and Hospice**

J. Wills asked for a motion to accept the QAPI report as required by the state of IL. Julie Aderman carried the motion, Pam Parrish seconded the motion. All were in favor: none opposed.

### Public Health Report

A. Satterthwaite presented number of Covid-19 vaccines administered this quarter is 261. We have one full-time and one part-time Covid-19 investigator. We continue to provide Covid-19 vaccines to homebound, as well as community facilities within the county. Current outbreak data includes 1 outbreak. Currently offering Pfizer to 6 months and older. Moderna 12 years and older. Total cases in Fayette 8, 201 and 101 total deaths. Provided grant and program updates for Hep B, FIT, Hearing and Vision, Fly and Tobacco. IDPH Health Equity Grant is partnering with Effingham Public Library and Macoupin County Health Department. Foot Care, Immunizations, Lab Draws and Paternity Tests were provided.

### Financial Report

K. Depew presented the Profit and Loss as of 10/31/2022. K. Depew also presented the monthly financial summary graph for Public Health billing, and grant updates.

### Environmental Health Report

J. Smith presented food safety, tanning and body art, private sewage, as well as potable water permit data. West Nile Virus season is in full swing.

### Maternal and Child Health Report

H. Jackson stated that in person genetic clinics continue every 2 months, no changes in lead, emergency declaration continues for WIC meaning we will still have to offer no-contact visits until January 11, 2023. FCM continues under same emergency declaration as WIC. H. Jackson provided statistics for WIC and Family Case Management, Genetics, Lead, Doula and HFI. Melissa Spearman accepted the Doula position. HFI and Doula took baskets and conducted outreach to their referral sources. New staff Susan Timmons and Ashely Metzger.

### **Motion to Approve Staff Report**

J. Wills asked for a motion to approve staff reports. T. Goodell carried the motion, J. Aderman seconded the motion. All were in favor: none opposed.

### **Motion to Move to Closed Session-Personnel-5 ILCS 120/2(c)(1)**

J. Wills asked for a motion to move to closed session. J. Schaal carried the motion, T. Goodell seconded the motion. All were in favor: none opposed.

At 6:35 p.m. Board of Health moved to closed session.

### **Motion to Move to Open Session**

At 7:25 p.m. J. Wills asked for a motion to reconvene into open session. T. Goodell carried the motion, J. Aderman seconded the motion. All were in favor: none opposed.

### **Discussion and Possible Action to be taken upon Personnel Issues Discussed during Closed Session**

J. Wills stated that the Board has agreed to follow the recommendation of the Administrator at this time.

### **Public Comment**

None

### **Motion to Adjourn the Meeting**

At 7:26 p.m. J. Wills asked for a motion to adjourn from open session. J. Schaal carried the motion, P Parrish seconded the motion. All were in favor: none opposed.

### **Next Meeting**

Next meeting will be held on February 21, 2023 at Fayette County Health Department Classroom at 5:30 p.m.

D Richardson, Temporary Assistant