



Fayette County Board of Health

Meeting Minutes

May 20, 2025

Members Present

Joe Wills
Tammy Sasse
Pam Parish
Julie Gordon
Julie Aderman
Matt Philbrick

Members Absent

Joe Schaal
Kelli Blank
Dr. Skow

Staff Present

Kendra Craig- Administrator
Jenna Townsend-Director of Home Care
Jodi Smith- Director of Environmental Health
Rikki Howard-HFI

J Wills called the meeting to order at 5:45 p.m. Roll was called and a quorum was confirmed to be present.

Minutes of February 25, 2025

J Wills asked for a motion to accept the minutes as submitted. P. Parrish carried the motion, J. Gordon seconded the motion. All were in favor: none opposed.

Those Wishing to Address the Board

None

Old Business: None

J. Wills did mention that they did have the new roof looked at by the adjuster and there was no significant damage that could be seen from an earlier storm. He states that the insurance said we have up to a year to put in a claim if some issues should arise.

New Business: K Craig states before move on to staff reports that there was water that had been in the HIPPA room in the shed when we had the significant amount of rain. All files were in boxes and off the floor but giving a heads up that water does get in there and was standing. She said it isn't coming from the roof now but from seepage at the base. J. Wills asked how often is that room checked, K Craig replied every couple of weeks.

Staff Reports

Administrative Report

K. Craig states we had a relaxation huddle on April 10th that was well received by staff and April 24th was a conflict resolution huddle. Beth Cox, Beth Riedle, Kala Dugan, and Camryn Murphy

were recognized for Administrative Professionals Day. Nurses Day recognition was for Jenna Townsend, Becky Sanders, Lisa Cain, Heather Wollin, Allison Satterthwaite, Aubrey Thomas, Tori Will, Bri Randall and Ann Malloy.

Employee of the month for April Bri Randall.

The door on the west side of building is rotten and has to be kicked to close or a handle to forcefully pull closed. A new door has been ordered from Fulk Construction it should be installed in the next couple of weeks. The cost is \$6800.

Sharps containers from the grant have been received and the large one placed outside of the building. We have individual and home size containers to hand out to the public. J Wills asked about if we could put one at the courthouse. K Craig states that we were only allowed one large in the grant.

Kendra attended the PHEP summit and the IDPH summit in Springfield.

We currently have 1 employee out on FMLA.

Craig says she was approached and had a meeting with someone from the Fayette County Veteran Association that was referred to go to her by someone on the county board and they needed an available office. They spoke about rent and the operating hours of the health dept. J Wills said it is something that could potentially be a good thing. K Craig said she discussed with leadership team that it could be an opportunity to get referrals for services the health dept offers.

K Craig states she was put in by county board as Interim EMA Director. J Wills states the former stepped down for another job and the second in command was let go.

K Craig discussed the accident that two of the workers in home health had and we currently have a workman's comp claim. She states both workers are receiving chiropractic services due to the accident but both were back to work the Monday after the accident.

Home Care QAPI Jenna states that they served 61 patients. They experienced 9 falls, 4 with injury, 5 without. Most common reason was sliding off bed and chairs, walking without assistance weakness intervention encourage care givers to assist and evaluate for pt. There were 4 verified infections, 1 was wound infection, 3 were UTI, all 3 were foley catheters. Interventions is to educate about catheter care with written verbal and return demonstrations.

Re-hospitalizations total was 13, which is up from last quarter. Most common included UIT, COPD, Cellulitis, osteomyelitis, pad, diverticulitis, anemia. Interventions encourage use of an on-call nurse. Reviews indications of ER visits verses primary care.

Hospice served 13 and experienced 5 falls, 1 with injury, 4 without. Most common reason change in condition causing increased weakness. Interventions to educate on change in condition causing increased need for assistance and assistive device. Hospice had 0 infections. Intervention continue conservative use of catheters. Spiritual care had 3 surveys returned, all reported the right amount of spiritual care. States they have put a hold on accepting some Hospice patients due to issues with approval after them stating they have not received payment and Jenna states they have shown where they paid have since resubmitted and now paid twice to get it to go through have made multiple calls and not getting called back. The decision was made

to not just keep eating the costs and possible not getting reimbursed so they are just going to finish current patients till approval is done

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. M Philbrick carried the motion, T. Sasse seconded the motion. All were in favor: none opposed.

Public Health and Home Visiting Report: Allison is out for her birthday. K Craig presented Allison attended IDPH annual conference and vaccine hesitancy. She had to do some extra hearing and vision screening for area schools.

Lead is running as it should be running. J wills asked if charts were fixed from before K Craig said yes.

Home visiting programs: HFI and Doula combined into 1 grant for FY26 should be awarded beginning of June. Discussed parent groups and getting more participants this past quarter new curriculum being implemented

Doula had ISBE review. They also took flyers were taken throughout community and getting more participants. HFI, Doula and Car Seat Safety all attended Healthy Kids Day at the YMCA.

Motion to Approve HFI Advisory Board Report and Doula Advisory Board Report

J. Wills asked for a motion to accept the reports. J Gordon carried the motion J Wills seconded the motion. All were in favor: none opposed.

Financial Report: K Craig gave report for Kiley who was not available to give report. All grants are back on track after being on do not pay list. Discussed that the Tobacco grant was to be signed in June of last year and was just signed we were allowed to go back and bill from past quarters. Insurance balance due is lowest seen in years. Kala is doing the pink sheets while Kiley is out so there is no delay.

WIC: Breast Feeding and Family Case Management: Staff update Susan Timmons resigned from position as MCH clerk, that position was filled by Camryn Murphy and Taylor Rine was hired as the new breastfeeding peer counselor to fill Camryn position, Tori attended the Healthy Kids Day. Breast feeding contact monthly goals were not met due to miscarriages and moms choosing to formula feed. The WIC and BFPC applications and budgets have been submitted and awarded. WIC had a \$2650 increase and BFPC was also received a slight increase.

Family Case Management: FY26 grant will migrate to the new grant program called Better Birth Outcomes (BBO). This is a competitive grant with the potential of additional funding. J Wills asked if this means we will need to hire more people. K Craig states potentially.

Genetics: Lisa from Home Health is helping with the genetics clinics and a clinic scheduled for the end of this month.

Environmental Health Report: Jody Smith stated that they have hired Tony Wollin to help with food inspections. He has worked in food service at the prison. We have issued 124 permits and

are still waiting on a few more. 1 inspection for Tanning and Body Art. Seen more private sewage now rain has it delayed again. Issues with getting potable water and wells drilled. No real contactor in the area. Three counties up north have had positive with West Nile. Have completed 1 tick drag.

Motion to Approve Staff Report

J. Wills asked for a motion to approve staff reports. P. Parish carried the motion, J Gordon seconded the motion. All were in favor: none opposed.

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

J Wills asked for a motion to move to closed session.at 6:45 P. Parrish carried motion. J Gordon seconded motion All were approved: none opposed.

Opened from closed session at 7:26pm.

Discussion and Possible Action to be Taken Upon Personnel Issues Discussed During Closed Session:

Motion to Adjourn the Meeting

At 7:27p.m. J Wills asked for a motion to adjourn from open session. Tammy Sasse carried the motion, Julie Aderman seconded the motion. All were in favor: none opposed.

Next Meeting

Next meeting will be held on August 19, 2025 at Fayette County Health Department Classroom at 5:30 p.m.

R Howard – FCHD Staff