



Fayette County Board of Health

Meeting Minutes

August 22, 2023 at 5:30

Members Present

Joe Wills
Pam Parrish
Joe Schaal
Julie Aderman
Matt Philbrick
Katie Hayes

Members Absent

Tammy Sasse
Jenny Waggoner
Glenn Skow, MD
Kelli Blank

Staff Present

Kendra Craig- Administrator
Kiley Depew- Director of Finance
Allison Satterthwaite- Director of Public Health
Jodi Smith- Director of Environmental Health
Heather Jackson- Director of Maternal & Child Health
Jenna Townsend- Director of Homecare
Sue Denning- Home Health Nurse
Lisa Sarchet- Assistant Director Home Health
Shelby Rowcliff- Home Health CNA
Heather Wollin- Home health LPN
Samantha Osborne- Home Health Nurse
Rebekah Sanders- Home Health Nurse
Kala Dugan- Home Health Clerical
Casey Wilson- Home Health CNA

J. Wills called the meeting to order at 5:35 p.m. Roll was called and a quorum was confirmed to be present.

Minutes of February 21, 2023

J. Wills asked for a motion to accept the minutes as submitted. K. Hayes carried the motion, J. Aderman seconded the motion. All were in favor: none opposed.

Those Wishing to Address the Board

None

Old Business: West shed/ARPA- K. Craig said she would address the shed in staff reports.

New Business: Kendra Craig stated that like she had mentioned at the previous meeting a different department from the Health Department will be attending the meeting so the board gets a chance to meet the staff. This meeting was Home Health and Hospice turn to attend the Staff

made introductions; present was, Sue Denning, Lisa Sarchet, Shelby Rowcliff, Heather Wollin, Samantha Osborne, Rebekah Sanders, Kala Dugan, and Casey Wilson.

Staff Reports

Administrative Report

K. Craig was happy to announce that the I-Plan had been approved on August 2nd and that has the Health Department certified until October of 2027. She explained that it is a big lengthy process so it is a big deal to get it approved and they will start it again in 2025 to have plenty of time to get it done.

Nurses Assistant Day was June 14 Casey Wilson and Shelby Rowcliff were recognized. National Breastfeeding Day was August 1st Bailie Chambers Breastfeeding Peer Counselor was recognized, and National Finance Day was August 14th, Kiley Depew was recognized

Employee of the month: July was Beth Cox for being so helpful to some clients that had come in and they even sent her flowers for being so helpful. August was Rikki Howard for being a “do it all” and helping with hanging things and putting things together. In July a team award was presented to Home Health and Hospice for going above and beyond as a team to help put things together, unload trucks and stepping up as a team to help out.

ARPA is completely finished and the shed is done. File room is cleaned out the bathroom is operational and Kendra’s Daughter Gracie came and got the shed cleaned up and ready to use. Concrete has been poured for the new HFI storage shed that has been delivered and set up out back.

New Lighting was completed; the Ameren grant covered new lighting in all of the offices. Then for a minimal cost of \$1500, they were able to come back and complete new lighting in the rest of the building, which has really brightened up the building and made the staff happy.

The fee Schedule has been updated. Mostly with cosmetic updates and with the addition of a new vaccine according to K. Craig and A. Satterthwaite. K Craig stated that she wasn’t sure if board would need to approve it or not so they will approve along with staff reports.

Nathan has brought to the attention that Health dept. is currently using office 16 and it will soon be obsolete. Office 2021 will be the new update and we will need to start to think of our options to update. K Craig states he said we can go about it slowly but surely and laid out our options. The licenses and a 3 year assurance could be purchased for \$32,000 which he felt was silly, You could choose the option of 3 equal payments of \$10,673 or option 3 is a 3year update at a cost of \$850 per station, which is what he suggested so we could just gradually do a little at a time and that way they would all be updated by 2024 or 2025 when the current software would be obsolete. The plan is to update 2 or 3 a month to spread out the cost so it’s not such a big expense. K. Craig states she wanted to make the board aware that this will be coming up. J Wills asked if this was the same software used by the rest of the county. K. Craig stated she wasn’t sure but it is

pretty popular so she assumes. J Wills stated well it is what it is and will need done. Kendra will follow up with the board with more specifics.

Home Care Report

Jenna Townsend gave report and states that they experienced 12 fall 8 with injury, 4 without. Most common reason was lack of caregiver assistance and not using proper assistive devices. Intervention is to ensure caregivers are present and available during admission and throughout home health episode and ensure patient has appropriate assistive devices. There were 2 verified infections both were urinary infections. Intervention is to educate caregivers on proper foley catheter care and educate patients on taking urinary medications as prescribed. J. Townsend states that in July they went into facilities they have contracts with to educate and focus on catheter infections she states it was well received.

Re-hospitalizations total was 13, which is down from previous report. Most common included AMS, Weakness, Sepsis, Pneumonia, Pleural effusions, and urinary retention. Interventions to educate patients on taking medications as prescribed and signs of worsening symptoms and disease process.

Hospice experienced 5 falls, 3 with injury, 2 without. Most common reason, home safety concerns and some was expected alcohol use/abuse. Interventions to assess home safety at each visit to ensure appropriate precautions are taken as the patient declines. Hospice had 0 infections. Spiritual care had 7 surveys returned 6 reported the right amount of spiritual care. 1 reported too little.

Jenna mentioned there was a glitch in billing with a box that needed to be checked it was worked out and everything was caught up in July. There were no staff changes which they are happy about they feel they have a good team and are all working well together. There were some hiccups with Dr. Skow being out of out of FCH and processing med scripts but he has since been able to escribe and it is going better. J. Wills asked if we need to be worried with Skow not being in county anymore and find someone new. Jenna replied no, not now that they have it worked out with him escribe the meds needed it is working well. K Craig commented it is a much smaller hiccup than finding a new med director and Dr. Skow is very responsive even though he is not in county. .J Wills said it is something to think about in the next 5 years.

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. J. Schaal carried the motion, J. Aderman seconded the motion. All were in favor: none opposed.

Public Health Report

Allison presented reported that there has been a decrease in testing and there has been a slight pick-up in recent weeks and have a few positives. She states most people are

utilizing the at home tests that are available. She mentioned that the new Covid vaccine is coming out in the fall still no guidance on that as to who should have it. It will have new variant in it and will be commercialized no pricing from Pfizer as of yet but Moderna will be \$100-\$200.

Discussed foot care clinic and that they opened it to 2 days and it is working well and they are able to get caught up in July. Immunizations are increasing due to back to school.

Discussed mini grant for blood pressure, and that she choose foot care clients to do it with. They would check their blood pressure, discuss medications, and educate clients.

Discussed grant and program updates and that all exceeded or met goals with the exception of flu. She states they were able to get some reimbursement from left over private stock vaccines. J Wills asked if grant updates were from last year, Allison explained they ended in June. The Covid vaccination grant runs through 12/31/23 and is for promoting all vaccines. J. Wills asked if about Hollywood masking up and possibility of mandates returning like we are seeing out there she stated she hadn't heard about that and that she is not hearing about any new mandates.

Financial Report

Kiley Depew presented and stated that most grants ended in June and only a couple are not paid up. Doula being one, she states they are always behind and waiting on money on a couple of environmental grants tanning and body art. She also stated there is a new grant this year for environmental on tick surveillance. There were some grant raises in Local Health Protection -\$100,000, West Nile- \$16,438, and Tick Surveillance - \$4,125.

Environmental Health Report

Jody Smith presented stated they have been getting food permits done and renewed and food inspections are rolling along. States they are possible getting a new body art/tattoo shop in St. Elmo but she still hasn't heard from them so we shall see. Only 23 plan approvals for new septic, which is way below normal. States she not sure why the decrease if people just are not building new home right now or what. J. Wills asked what the push back was if they put one in without a permit Jodi replied a nasty letter and follow up on what can be done now and if it is wrong a call to regional director. Well permits way below normal.

West Nile is busy during summer months, July saw no positive birds. August saw 3 birds with 1 positive. August had 5 batches test positive. J. Aderman asked what areas of the county were testing positive. Jodi replied all over including the city of Vandalia, which they have never had.

Jodi discussed receiving extra money for a tick grant which will allow for tick drags, she explained it is where you walk dragging a piece of flannel behind and then collect the ticks it picks up and keep track of amount and send specimens off to state to be identified to see what species have migrated up from the south. She states she is hoping to do the drags at Ramsey Lake State Park or a public land. J. Wills mentioned it was insightful.

Maternal and Child Health Report

Heather Jackson presented states Julys WIC numbers were 514 with a 92% show up rate. WIC nurses are back doing home visits now that Covid restrictions are lifted. Lead screens in July and August have skyrocketed with kids in for back to school screenings.

WIC received funds increase of \$6,038, which allowed part time nurse Ann Malloy to move to full time and she will also be able to help with health works. Health works has gotten an increase of \$16,597 to help with the large case load of 80. FCM saw a funds increase of \$2,715.

HFI received a funds increase of \$25,575, this went towards the storage shed out back and new tables and chairs for the classroom since they host monthly mom's group part of the year in the classroom.

Doula has a staff member out on FMLA and the doula supervisor Katie and other Doula are splitting her case load to make it work.

All Grants have been submitted and approved for FY2024.

Motion to Approve Staff Report

J. Wills asked for a motion to approve staff reports. J. Schaal carried the motion, Julie 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.at 6:16pm. Julie Aderman carried motion Pam Parrish seconded motion. All were approved. None opposed.

Motion to Move to Open Session N/A

At 6:38 J. Wills asked for a motion to reconvene into open session. Pam Parrish carried the motion, Julie Aderman seconded the motion. All were in favor: none opposed.

Discussion and Possible Action to be taken upon personnel issues discussed during closed session: Application and distribution of SIPA grant J Wills carried motion and Joe Schaal seconded All in favor, none opposed

Motion to Adjourn the Meeting

At 6:40 p.m. J. Wills asked for a motion to adjourn from open session. J. Schaal carried the motion, Julie Aderman seconded the motion. All were in favor: none opposed.

Next Meeting

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

R Howard – FCHD Staff