

MINUTES – Personnel Committee Meeting  
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., June 18, 2018  
PLACE: Conference Room, Rock Island County Health Department  
2112 25<sup>th</sup> Avenue, Rock Island, Illinois 61201

MEMBERS

PRESENT: Mr. Leon Gibson, President  
Ms. Kate Varlas Teel, Vice President  
Dr. Jeff Maurus  
Dr. Naurin Ahmad  
Ms. Sue Beswick

Committee Chair, Jeff Maurus called the meeting to order at 5:30 p.m.

The Personnel Committee discussed current employee hiring and retention practices at the health department. Ms. Ludwig shared a current copy of the health department Work Rules. Demand for nurses is high throughout the State. Ms. Ludwig shared that other local health departments are also challenged when hiring nurses. She shared that we do get candidates, hold interviews and conduct reference checks just as with any new hire. She shared that a full time Infectious Disease nurse began today which again brings them back to full staff. She also shared that a good candidate has been interviewed for the full time LINK nurse position and that there is an interview scheduled for the APORS nurse position.

There was also discussion about workplace violence policies and training offered by the health department. Ms. Ludwig shared that all county entities have adopted the Run, Hide, Fight policy. It has been distributed to all staff and the Illinois State Police train all staff annually. A training has already been scheduled for August 2, 2018. The board directed Ms. Ludwig to include additional material for a workplace violence policy. Ms. Ludwig shared the County's current policy and proposed to mirror it in our Work Rules document. This will be drafted and shared with the full board at the July 5<sup>th</sup> Board of Health meeting.

The meeting adjourned at 6:35 p.m.