

MINUTES – REGULAR MEETING
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., June 6, 2019
PLACE: Education Room, First Floor, Rock Island County Health Department
2112 25th Avenue, Rock Island, Illinois 61201

MEMBERS
PRESENT: Mr. Leon Gibson, President
Ms. Kate Varlas Teel, Vice President
Mr. Doug Vroman, Secretary
Ms. Kaye Whitley
Dr. Mark Bollaert
Ms. Sue Beswick
Mr. Randy Jacobs

MEMBERS Dr. Jeff Maurus
ABSENT: Dr. Patricia Barron
Dr. Naurin Ahmad

STAFF
PRESENT: Ms. Nita Ludwig, Public Health Administrator
Mr. Gary Bryant, Chief Financial and Information Officer
Ms. Janet Hill, Chief Operating Officer
Ms. Megan Michels, Administrative Office Assistant

Board President, Leon Gibson called the meeting to order at 5:30 p.m.

Mr. Gibson read a letter of resignation from Mr. Ed Langdon. Mr. Gibson wanted to publicly thank Mr. Langdon for his time on the board and Ms. Lauren Boswell-Loftin will be taking his position.

MOTION The minutes for the May 2019 meeting were approved with motion to accept as amended to include the reasoning for going into closed session was made by Mr. Jacobs, second by Mr. Vroman. Motion carried.

The motion to approve the amended minutes for April 2019 meeting was made by Ms. Varlas Teel and second by Mr. Jacobs. Motion carried.

Mr. Bryant went over the resolutions. Mr. Bryant stated that there was a change in grant funding due to revised caseload per program for family case management and high risk infant follow-up. There was additional grant dollars for immunization and vaccination outreach for the local health protection grant. A motion to accept resolutions was made by Ms. Beswick, and second by Mr. Vroman. Motion carried.

Mr. Bryant went over the financial reports for the period ending May 31, 2019 with revenues of \$245,123 and expenditures of \$338,156 for a net loss of \$93,034 for the month of May and a loss of \$235,848 for the year. Mr. Bryant went over the balance sheet. The Health Department's balance sheet shows a cash balance of \$3,340 and investments of \$1,327,000 and \$7,540 from the State and \$451,383 for June property tax disbursements. Mr. Bryant shared there are 2 payroll periods in the month of June. There are vouchers that need to be paid totaling \$69,432. The Department's projected cash balance for the end of June is \$1,478,135. A motion to approve Financial Reports was made by Mr. Jacobs and second by Ms. Varlas Teel. Motion carried.

Mr. Gibson stated that the election of officers will be tabled until next month because there 4 members that will need to find out if they will be reappointed by the County Board Chairman. He also stated there would be no closed session since the ILCS rule was not listed on the agenda. There was some discussion on whether or not this was allowable, but President Gibson indicated there would not be a closed session this month.

Ms. Ludwig shared that the local health protection grant is giving us additional grant money for immunizations. Ms. Ludwig shared information about immunization campaign messaging. Ms. Ludwig asked permission to pay \$7,500 for advertising for the immunization campaign. Mr. Jacobs spoke in depth about what the advertising would entail. A motion to pay \$7,500 was made by Dr. Bollaert, and second by Mr. Vroman. Motion carried. Mr. Jacobs abstained from voting.

Ms. Ludwig shared the idea of purchasing a portable vaccine refrigerator. The refrigerator would be used to go out in the public and keep the vaccines cold. Ms. Ludwig asked permission to purchase the portable refrigerator for \$3,757. A motion to purchase the refrigerator was made by Mr. Jacobs, second by Ms. Beswick. Motion carried.

Ms. Ludwig shared the gonorrhea numbers have decreased, and it is likely it won't be an outbreak. There are approximately 5-7 patients on average that come through for the STD clinic weekly.

MOTION A motion to approve the Service Delivery Report made by Mr. Vroman, second by Ms. Varlas Teel. Motion carried.

Ms. Ludwig shared the Health Department will be offering walk-in clinics during July and August to for vaccinations.

MOTION A motion to approve the Administrator's Report made by Mr. Jacobs, second by Mr. Vroman. Motion carried.

Ms. Ludwig shared that Megan Michels will be promoted to Grants Manager.

Ms. Ludwig asked permission to hire the 32 hour administrative office assistant. A motion was made by Mr. Vroman, second by Ms. Whitley. Motion carried.

Ms. Ludwig shared the monthly anniversaries.

MOTION A motion to approve the Human Resource Report made by Mr. Vroman second by Mr. Jacobs. Motion carried.

MOTION The claims were approved with a motion Mr. Vroman, second by Ms. Varlas Teel. Motion carried.

The meeting was adjourned at 6:07pm.

Respectfully submitted,

Doug Vroman, Secretary, by
Megan Michels, Administrative Office Assistant

DV/mm