

MINUTES – REGULAR MEETING
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., August 08, 2019
PLACE: Education Room, First Floor, Rock Island County Health Department
2112 25th Avenue, Rock Island, Illinois 61201

MEMBERS

PRESENT: Mr. Doug Vroman, President
Mr. Randy Jacobs, Vice President
Ms. Sue Beswick, Secretary
Ms. Kaye Whitley
Dr. Mark Bollaert
Mr. Andrew McClarity
Mr. Randy Jacobs
Ms. Lauren Boswell–Loftin, County Board Representative
Dr. Naurin Ahmad
Ms. Debbie Freiburg

MEMBERS

ABSENT: Dr. Patricia Barron

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, Grants Manager

Board President, Doug Vroman called the meeting to order at 5:30 p.m.

MOTION The minutes for the July 2019 meeting were approved with a motion made by Dr. Bollaert, second by Ms. Beswick. Motion carried.

Mr. Bryant shared that there was one transfer. We need to transfer \$450 to credit card services. A motion to approve the transfer was made by Ms. Whitley, second by Dr. Bollaert. A roll call vote was taken, all yes. Motion carried.

Mr. Bryant went over the financial reports for the period ending July 30, 2019 with revenues of \$358,313 and expenditures of \$398,221 for a net loss of \$39,908 for the month of July and a gain of \$118,091 for the year. Mr. Bryant went over the balance sheet. The Health Department's balance sheet shows a cash balance of \$79,795 and investments of \$1,641,000 and \$12,273 from the State and \$188,109 for August property tax disbursements. Mr. Bryant shared there are 3 payroll periods in the month of August. There are vouchers that need to be paid totaling \$58,522. The Department's projected cash balance for the end of August

is \$1,500,111. A motion to approve Financial Reports was made by Mr. Jacobs and second by Ms. Freiburg. Roll call vote was taken, all yes. Motion carried.

A motion to go into executive session under 5ILCS 120/2(c)(1)–the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony one complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5ILCS 120/2 (c)(2)–Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, 5ILCS 120/2 (c)(11)–Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, in which case the basis for the action as necessary based on closed session was made by Ms. Boswell–Loftin, second by Mr. Jacobs. Motion Carried.

A roll call vote was taken to go into closed session–all yes.

A motion to go into open session was made by Ms. Whitley, second by Mr. Jacobs.

A roll call vote was taken to go into open session–all yes.

Mr. Vroman shared the finance committee met for the FY20 budget. Mr. Bryant went over the 2020 budget. He shared that 36% of revenue was from state grants, 30% from property taxes, 23% federal grants, 9% fees and services, and 2% from public aid. 50% of expenses goes to payroll, 22% to benefits, 18% to operating expenses, 5% general expenses, and 5% county expenses. In FY2020 the Health Department is looking to get \$1,272,604 in property taxes, \$949,490 in federal grants, \$1,535,251 in state grants, \$81,900 from public aid, \$15,000 from Medicare and other grants, \$362,070 from fees and service revenue, and \$11,700 from other revenues, so looking at a total of \$4,228,012 in revenues. The total expenses total \$4,220,036. A motion to accept the FY2020 budget was made by Mr. Jacobs, second by Ms. Freiburg. Roll call taken, all yes. Motion carried.

MOTION A motion to approve the Service Delivery Report made by Ms. Beswick, second by Dr. Ahmad. Motion carried.

Ms. Ludwig shared about the childhood immunization campaign and the walk-in clinic taking place. Mr. Jacobs spoke about the advertising campaign that was put together by TAG. Ms. Ludwig shared that there is a

push for Hepatitis A immunizations for most at-risk populations, which includes inmates and correctional officers. It will be offered to them free of charge. We are currently working with the Sheriff's department to set dates for vaccinations.

MOTION A motion to approve the Administrator's Report made by Mr. Gibson, second by Ms. Boswell-Loftin. Motion carried.

Ms. Ludwig shared Tina Haskins has been promoted to Case Manager. Ms. Ludwig asked permission to hire a full time Program Assistant position. A motion to hire a Program Assistant was made by Ms. Whitley, second by Mr. Jacobs. Motion carried.

Ms. Ludwig shared Desi Abbott, an Administrative Program Specialist, will be retiring August 26th and Ms. Ludwig asked permission to hire a Program Specialist. A motion to hire a Program Specialist was made by Ms. Whitley, second by Ms. Beswick. Motion carried.

Ms. Ludwig shared the monthly anniversaries.

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

MOTION The claims were approved with a motion Dr. Bollaert, second by Mr. McClarity. Roll call vote was taken, all yes. Motion carried.

A motion to adjourn was made by Ms. Boswell-Loftin, second by Mr. McClarity. Motion carried. Meeting was adjourned at 6:49pm

Respectfully submitted,

Sue Beswick, Secretary, by
Megan Michels, Grants Manager

SB/mm