

MINUTES – REGULAR MEETING
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., July 5, 2018
PLACE: Conference Room, Rock Island County Health Department
2112 25th Avenue, Rock Island, Illinois 61201

MEMBERS

PRESENT: Mr. Leon Gibson, President
Dr. Naurin Ahmad
Mr. Ed Langdon, County Board Representative
Mr. Randy Jacobs
Dr. Mark Bollaert
Ms. Kaye Whitley
Dr. Patricia Barron
Mr. Doug Vroman, Secretary

MEMBERS

ABSENT: Ms. Kate Varlas Teel, Vice President
Dr. Jeff Maurus
Ms. Sue Beswick

STAFF

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

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

MOTION The minutes for the June 2018 meeting were approved with a motion by Ms. Whitley, second by Dr. Bollaert. Motion carried.

MOTION Mr. Bryant went over the transfers. There was a transfer from machinery and equipment to liability insurance totaling \$2,396. A transfer from machinery and equipment to outside contractual for \$6,166 and another transfer from machinery and equipment to employee health benefits totaling \$25,000. A motion to accept the transfers was made by Mr. Langdon, second by Mr. Vroman Motion carried.

Mr. Bryant went over the financial reports for the period ending June 30, 2018 with revenues of \$704,531 and expenditures of \$278,148 for a net gain of \$426,382 for the month of June and a loss of \$29,381 for the year.

Mr. Bryant went over the balance sheet. The Health Department's balance sheet shows a cash balance of \$2,288 and investments of \$1,382,000 and \$44,371 from the state and tax disbursement. Mr. Bryant shared there are 2 payroll periods in the month of July. There are vouchers that need to be paid totaling \$53,485. The Department's projected cash balance for the end of July is \$1,075,822.

Roll call was taken to pay the cost allocation. 8 yes and 0 no

MOTION Ms. Ludwig shared the new workplace violence policy. A motion to approve the new policy was made by Mr. Vroman, and second by Mr. Langdon. Motion carried.

Ms. Ludwig shared that WIC caseload is has increased in the month of May. Ms. Ludwig also shared that the Health Department's intern has been working on posters regarding recommendation not to share breastmilk. She will be working on posters to display.

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

Ms. Ludwig spoke about the Health Department partnering to apply for a HUD lead grant that will help with lead remediation. Ms. Ludwig shared the tobacco grant was cut and that our Health Educator will still work 32 hours per week; 3 days on tobacco and 1 day on lead program.

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

MOTION Ms. Ludwig asked permission to hire a 40 hour/week Sanitarian. A motion to hire the Sanitarian position was made by Ms. Whitley, and second by Mr. Vroman. Motion carried.

Ms. Ludwig shared an update about the new hires.

Ms. Ludwig shared the monthly anniversaries.

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

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

The meeting was adjourned at 5:59pm.

Respectfully submitted,

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

DV/mm