

MINUTES – REGULAR MEETING
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., March 5, 2020
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. Debbie Freiburg
Mr. Leon Gibson
Ms. Kaye Whitley
Mr. Andrew McClarity
Dr. Naurin Ahmad
Ms. Lauren Boswell-Loftin, County Board Representative
Dr. Mark Bollaert
Dr. Jean Wardlow

MEMBERS

ABSENT

STAFF

PRESENT: Ms. Nita Ludwig, Public Health Administrator
Mr. Gary Bryant, Chief Financial and Information Officer
Ms. Megan Michels, Grants Manager
Ms. Janet Hill, Chief Operating Officer

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

Mr. Vroman recognized the passing of board member, Ms. Sue Beswick and held a moment of silence.

MOTION The minutes for the February 2020 meeting was approved with a motion made by Mr. Jacobs, second by Ms. Boswell-Loftin. Motion carried.

Ms. Ludwig introduced Ms. Miriam Link-Mullison. She is our strategic planning consultant. Ms. Link-Mullison spoke about what the management team worked on for strategic planning. She spoke about the mission and vision statement for the Health Department. Ms. Link-Mullison spoke about the strengths, opportunities, and threats for the Health Department. Board members approved new mission and vision statements for RICHD.

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

MOTION Mr. Bryant went over the resolutions. He explained that the WIC grant is increased to \$4,515. We are asking that the money gets transferred into the operating supplies. A motion to approve the resolution was made by Mr. Gibson, second by Mr. Jacobs. Roll call vote taken—all yes. Motion carried.

MOTION Mr. Bryant went over the transfers. There were numerous transfers for the month. These included transferring \$3,865 from outside contractual to other agencies from Body Art, \$2,000 from repair & supplies to office supplies, \$6,554.33 from small tools & equipment to operating, \$495 from training & education to operating supplies, \$1,996.24 from communications to operating supplies, \$3,335.71 from travel to operating supplies, \$2,068.72 from public utility services to operating supplies, \$950 from dues & membership to operating supplies, and \$2,000 from outside contractual to operating supplies. These transfers are necessary because the WIC area will be updated due to the current system changing in August. A motion to approve the transfers was made by Mr. Jacobs, second by Mr. McClarity. Roll call vote was taken—all yes. Motion carried.

Mr. Bryant went over the financial reports for the period ending February 29, 2020 with revenues of \$224,219 and expenditures of \$381,306 for a net loss of \$157,087 for the month of February and a loss of \$383,183 for the year.

MOTION Mr. Bryant went over the balance sheet. The Health Department's balance sheet shows a cash balance of \$-6,005.90 and investments of \$1,477,000 and \$3,602 from the State. Mr. Bryant shared there will be two payrolls in the month of March. There are vouchers that need to be paid totaling \$80,319. The Department's projected cash balance for the end of March is \$1,141,807. A motion to approve Financial Reports was made by Ms. Bowell-Loftin, second by Dr. Ahmad. Roll call vote was taken, all yes. Motion carried.

MOTION Ms. Ludwig shared we need to appoint someone as a new secretary. Ms. Whitley volunteered to fill the position. A motion to appointment Ms. Whitley as a secretary was made by Mr. Jacobs, second by Dr. Ahmad. Motion carried.

Ms. Ludwig announced that Dr. True has her Illinois licenses. We are hoping to start STD clinics back up on April 1st.

Ms. Ludwig shared information on the Covid-19. As of now, there are 5 cases in Illinois. Ms. Ludwig shared there has been a lot of guidance given and the CDC has updated information on their website. There has been numerous meetings with other agencies about protocols. Ms. Ludwig

shared that the virus really isn't attacking kids like it is adults. As of now, it is somewhat leveling off in China. There are a lot of unknowns and it is consistently changing. An antiviral is being tested. As of right now, Rock Island County does not have any cases.

MOTION A motion to approve the Service Delivery Report was made by Mr. Gibson second by Mr. Jacobs. Motion carried.

Ms. Ludwig shared the monthly anniversaries.

MOTION A motion to accept the Human Resource Report was made by Ms. Whitley, second by Mr. McClarity. Motion carried.

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

MOTION A motion to adjourn was made by Mr. Jacobs, second by Mr. McClarity. Motion carried. Meeting was adjourned at 7:12pm

Respectfully submitted,

KJ Whitley, Secretary, by
Megan Michels, Grants Manager

KW/mm