

MINUTES - REGULAR MEETING  
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., December 3, 2020

PLACE: Via Zoom

MEMBERS Mr. Doug Vroman, President

PRESENT: Ms. Debbie Freiburg  
Ms. Kaye Whitley  
Dr. Mark Bollaert  
Mr. Andrew McClarity  
Dr. Jean Wardlow  
Dr. Naurin Ahmad  
Mr. Randy Jacobs, Vice President  
Ms. Edna Sowards, County Board Representative  
Mr. Leon Gibson  
Mr. Michael Daly

MEMBERS ABSENT

STAFF

PRESENT: Ms. Nita Ludwig, Administrator  
Ms. Janet Hill, Chief Operating Officer  
Mr. Gary Bryant, Chief Financial and Information 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 November 2020 Board of Health meeting was approved with a motion made by Ms. Whitley, second by Ms. Freiburg. Motion carried.

Mr. Bryant went over the transfers. We needed to move money from administration accounts from IMRF to Employee Benefits, Communications to Professional Services, Publishing, Printing, Insurance, Rentals and Dues to Outside Contractual. We also had to move money from Training and education, Office Supplies, Travel, and Publishing from the Administration account to Public Utility Service. Another transfer that needed to be done was in Maintenance, we had to move money from FICA to Salaries, FICA to Employee Health Benefits, and Outside Contractual to Employee Health Benefits. We needed to transfer money from the Maintenance accounts; Repairs and Maintenance to Supplies, Professional services, Public Utility Service and Rentals. Lastly, we needed to take money from FCM from Salaries to Employee Health Benefits and Overtime. A motion to approve the transfers was made by Mr. Jacobs, second by Mr. McClarity. Roll call vote taken-all yes. Motion carried.

Mr. Bryant went over the financial reports for the period ending November 30, 2020 with revenues of \$189,655 and expenditures of \$417,760 for a net loss of \$228,106 for the month of November and a gain of \$1,007,190 for the year.

#### MOTION

Mr. Bryant went over the balance sheet. The Health Department's balance sheet shows a cash balance of \$6,009 and investments of \$3,229,000 and \$7,529 from the State. Mr. Bryant shared there will be two payrolls in the month of December. There are vouchers totaling \$85,110. The Department's projected cash balance for the end of November is \$2,773,988. A motion to approve Financial Reports was made by Ms. Whitley, second by Ms. Sowards. Roll call vote was taken-all yes. Motion carried.

Ms. Ludwig shared that the Community Health Assessment next cycle is coming up. Ms. Ludwig asked for permission to put \$6,300 towards the Community Health Assessment. A motion to contribute \$6,300 towards the Community Health Assessment was made by Ms. Whitley, second by Mr. Jacobs. Roll call vote taken-all yes. Motion carried.

Ms. Ludwig shared Environmental Health is still getting reports of places doing indoor dining and people not wearing masks when required. Environmental Health is continuing to follow up with those places of business.

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

Ms. Ludwig gave a COVID-19 update. CDC made changes to the length of time for someone to be quarantined. The drive through test site will be at the Tax Slayer Center on December 5<sup>th</sup> and 6<sup>th</sup>. They will also be at the Tax Slayer Center on December 15<sup>th</sup> & 16<sup>th</sup> and 26<sup>th</sup> & 27<sup>th</sup>. Ms. Ludwig shared vaccines will be shipped to the Health Department in the middle of the month. Healthcare workers and Long Term Care facilities are the first to get the vaccinated.

We have hired more contact tracers. We have also leased a building from UnityPoint in Moline for contact tracers to go to. We ordered a couple vaccine freezers that will be here.

MOTION A motion to accept the Administrator's Report was made by Mr. Jacobs, second by Ms. Whitley. Motion carried.

Ms. Ludwig asked permission to hire a full time Supervisor for LINK. A motion to hire a supervisor was made by Mr. Gibson, second by Ms. Whitley. A roll call vote was taken-all yes. Motion carried.

Ms. Ludwig shared the monthly anniversaries.

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

MOTION The claims were approved with a motion by Ms. Whitley, second by Mr. Daly. Roll call vote was taken, all yes. Motion carried.

A motion to adjourn was made by Mr. Daly, second by Mr. McClarity. Motion carried. Meeting was adjourned at 6:37pm

Respectfully submitted,

KJ Whitley, Secretary, by  
Megan Michels, Grants Manager

KW/mm