



DeWitt-Piatt Bi-County Health Department

Board of Health

Meeting Minutes for May 22, 2024

Location: Piatt County Office

Call to Order

The meeting was called to order by Michael Schroeder at 18:00 on May 22, 2024

Roll Call

Dr. John Sochor – Present, Jerry Edwards – Present, Dr. Lauren Fore – Present, Dr. Mark Hobbie – Present, Dr. Annilee Rohrscheib – Present, Sharon Mills – Present, Melonie Tilley – Absent

DeWitt-Piatt Bi-County Health Department Staff Present: Michael Schroeder, Teale Hall

Public Comment/Guest Speaker

Introduced was guest speaker Tony Kirkman who is currently the Executive Director at the Piatt County Mental Health Center. Tony was asked by M. Schroeder to speak on the importance of harm reduction services in the community. The importance of harm reduction services is being discussed as the agency explores the possibility of offering a safe needle exchange program in DeWitt County. M. Schroeder reiterated that this program is heavily dependent on a grant offered through the Illinois Environmental Protection Agency.

A safe needle exchange program or project takes aim at reducing health disparities and enhancing communication prevention methods by providing a closed referral program to those currently in active treatment. As part of the program, individuals would return used needle in exchange for clean and be linked to vital recovery resources available locally.

This program would be managed by the DeWitt County ROSC Coordinator who is currently housed at the DeWitt office location. She would receive all necessary training through the local health department.

Not only does this stress the importance of acceptance increasing the likelihood of recovery in current users but it will also provide for a safer community as biohazard materials in the residential waste stream will be reduced.

M. Schroeder noted that updates on the grant will be provided once made available.

Review and Approval of Previous Meeting Minutes

The minutes for the Board of Health meeting held on March 27, 2024 at the DeWitt County office were provided for review and approval.

Dr. Mark Hobbie made a motion to approve the minutes; 2nd by Sharon Mills; motion carried

Division Reports

Michael Schroeder provided the Board of Health with division reports for Environmental Health, VFC, and Notifiable Disease and Conditions, and Financial. The WIC/FCM Coordinator is currently out of the office so no report was being provided for this meeting. Teale Hall presented on behalf of the Dental Program and also provided input on the financial reports. A summary of updates is provided below:

Nursing

Communicable Disease Program

- The division investigated two (2) outbreaks of COVID-19 in local long-term care facilities in DeWitt and Piatt County.
- M. Schroeder reminded board members that the lead program case management is now being completed by the Infection Control Nurse. A total of 24 capillary tests were administered during the reporting period. There are currently no capillary tests pending in the lead program. M. Schroeder noted that capillary tests are completed at the health department. If the result is positive, the child is referred to their primary care provider for venous testing. There are currently 9 active venous cases in the two counties (3 – DeWitt, 6 – Piatt)
- A total of 11 TB (8 – DeWitt, 3 – Piatt) tests were administered in March and April.
- For the STI program, one individual tested positive and one individual was provided expedited partner therapy (EPT).
- During the reporting period, the agency investigated one positive Legionnaires case at a long-term care facility in Piatt County. Unfortunately, this case resulted in loss of life due to complications. The investigation and case management was a coordinated effort between the Illinois Department of Public Health and the DeWitt-Piatt Bi-County Health Department. M. Schroeder commended the long-term care facility on their quick response to establish protocols and mitigation procedures in an effort to prevent additional cases.
- A potential rabies exposure in DeWitt County remains under investigation. This particular instance stemmed from a dog bite. The animal is currently under evaluation/isolation.

Immunization Program

- Between the dates of March 15th and May 15th, the agency administered a total of 87 vaccinations with a majority in the Vaccines for Children (VFC) program (85).

Environmental Health

- The food establishment inspection report was provided for review. Between the dates of March 15th and May 15th, a total of 16 routine, pre-opening, and follow-up inspections were conducted.
- M. Schroeder noted that the division is currently operating with 1 Environmental Health Specialist
- An individual has been hired to fill the Environmental Health vacancy and will begin at the agency on May 28th.
- Two new food establishments in DeWitt County have received their permit to operate. One facility is a freeze-dried candy store and the other is a Mexican restaurant.
- The division is currently receiving a large number of temporary food establishment applications as we are in the height of fair and festival season.

Dental

- Clinic numbers from January through March were provided for review.
- T. Hall noted that on-staff Public Health Dental Hygienists have opened additional Mondays to the schedule allowing for more appointment availability.
- The final school sealant program numbers were provided for review. Teale Hall noted that numbers were consistent with previous years. The most alarming statistic was that decay was present in nearly 33% of children that participated in the program. It is difficult to link families to additional services and clinic offerings are limited.

- Amanda Miller, PHDH, offered a series of mobile clinics at the Piatt County office and worked with the hygienist at Piatt County Nursing Home to provide dental services to residents. These mobile efforts were very successful.
- M. Schroeder noted that a meeting has been scheduled with IDPH Oral Health Program Staff to discuss the feasibility of supporting an additional on-staff dentist and increasing services offered (ex: dentures, crowns, root canals, etc.) at the health department.
- The dental clinic is now scheduled through November 2024.

Financial

Accounts Payable

- The Board of Health was provided a copy of the “Accounts Payable” for review and approval.
- M. Schroeder noted the amount of \$151.96 payable to the Piatt County Mental Health Center as a donation for the installation of Narcan boxes at the health department and mental health center. The remaining cost provided through a generous donation from Senator Sally Turner.
- M. Schroeder noted that the amount of \$92.61 payable to Covenant Animal Clinic was to administer rabies testing on a bat that was captured in Piatt County.
- M. Schroeder noted that the amount of \$3600.00 payable to Cybernautic Incorporated was the annual invoice for the agency website.
- M. Schroeder noted bill payable to Marathon Commerce in the amount of \$2495.99 was for tick identification cards covered by the Comprehensive Health Protection Grant.

Dr. Annilee Rohrscheib made a motion to approve the Accounts Payable; second by Dr. John Sochor; motion carried

Profit/Loss Report

- The Profit and Loss Report was provided to the Board of Health for review and approval.
- M. Schroeder noted the following income and expense totals for the current fiscal year:
 - Total Income from Contracts: \$56,152.12
 - Total Income for Dental Services: \$143,865.60
 - Total Income for Nursing Services: \$22,552.20
 - Total Income from Fees: \$230,621.26
 - Total Income from Grants: \$689,214.50
 - Total Income (All Sources): \$1,384,802.94
 - Total Expenses for the Fiscal Year: \$1,087,843.74
 - Total FY24 Net Income (to-date): \$296,959.20

Dr. John Sochor made a motion to approve the Profit and Loss Report; second by Sharon Mills; motion carried

Balance Sheet

- M. Schroeder provided the balance sheet for review and approval. This details all assets and equities of the agency. Noted was that the total assets matched or equaled the total liabilities and equity.

Jerry Edwards made a motion to approve the Balance Sheet; second by Dr. Annilee Rohrscheib; motion carried

Statement of Cash Flow

- Non-actionable item.
- The Statement of Cash Flow was provided for review. Once operating activities and the construction loan are applied to the total income for the current fiscal year, the adjusted net income is \$265,583.35. The total cash at the end of this reporting period is \$1,374,243.66

Expense Reports

- Non-actionable item.
- This report is provided to the Board of Health to show comparison between the projected/proposed budget and actuals for the current fiscal year. This report also details the percentage of State issued grant funds that have been utilized for the current fiscal year.
- M. Schroeder noted that the agency has currently received 106% of the proposed budget for FY24.
- M. Schroeder noted that the agency is currently at 86% of the proposed budget amount for FY24 through April 30th.

New Business

Nomination for Re-Appointment: Sharon Mills

- Sharon Mills agreed to be nominated for re-appointment to the DeWitt-Piatt Bi-County Health Department Board of Health

Dr. Lauren Fore made a motion to approve; second by Dr. Mark Hobbie; motion carried

Community Garden Update

- This project will be piloted in DeWitt County for the 2024 calendar year. If successful, it will expand to Piatt County in 2025. All current WIC clients will receive nutrition education and provided access to the garden.

Narcan Boxes

- Narcan boxes have been installed at the Piatt County office to provide individuals with 24/7 access to the potentially lifesaving medication. A QR code printed on the box provides individuals with instructions for administering.

FCM Program Updates

- Received notice from the State of Illinois that Better Birth Outcomes and Family Case Management will be combined into the High-Risk Family Case Management Program. This transition will eliminate all low-risk infants/families currently enrolled in the program. Criteria must be met to be considered eligible (ex: Income <200% below poverty level, certain health conditions, and certain risk factors). This grant will increase the required frequency of face-to-face contacts and/or home visits. It is a competitive grant.

Note: As of June 2024, this grant has been rescinded

Grant Updates

- The agency has applied for the Respiratory Response Grant offered through the Illinois Department of Public Health. If approved, the agency will receive approximately \$144,000.00 over the next two years. The intent of this grant is to enhance infection control outreach/education and establish response procedures in long-term care facilities and other vulnerable populations.

Illinois Public Health Workforce Transformation Initiative

- M. Schroeder noted that he is participating with other local health department administration in collecting data to support evidence of additional public health needs and funding for transitioning from individualized services to a community-based approach.

PH WINS

- M. Schroeder has enrolled the agency into the Public Health WINS program. This is a national survey system provided to all participating agencies nationwide. The goal is to identify strengths and weaknesses of the profession as identified by the current workforce. Each staff member at the health department will be provided the opportunity to complete the survey. Data will be published on a state and regional scale.

DeWitt-Piatt Bi-County Health Department Community Health Workers (CHW)

- Two staff members are currently completing training and certification to become community health workers for the agency. Once completed, these staff members will act as liaisons in linking individuals to services currently offered by the agency and community partners. Each office will have a Community Health Worker on staff.
- This certification process is fully funded by HRSA.
- Once certified, the agency will have the ability to bill for services offered.

Open Discussion

No items were presented for discussion.

Next Meeting

The next Board of Health meeting will be held on July 24, 2024 at 06:00pm in the DeWitt County office.

Adjournment

Dr. Mark Hobbie made a motion to adjourn the meeting of the DeWitt-Piatt Bi-County Health Department Board of Health at 19:29 on May 22, 2024; second by Dr. Annilee Rohrscheib; motion carried

****Meeting Adjourned****

Respectfully Submitted,

Michael Schroeder, BS, LEHP
Public Health Administrator

I hereby certify that the minutes above hereto accurately represent the actions taken by the DeWitt-Piatt Bi-County Health Department Board of Health on the above occasion.

Board of Health President

Date