

Dewitt Piatt Bi-County Health Department Board of Health
Minutes for June 9, 2021
Piatt Office

MEMBERS PRESENT: John Sochor, Mark Fred, Mitch Hammel, Phillip Lamkin, and Ray Spencer via Zoom

MEMBERS ABSENT: Tricia Scerba and Melonie Tilley

STAFF PRESENT: David Remmert, Shelley Stipp

The meeting was called to order by D. Remmert at 7:02 p.m.

The minutes for the March 2021 meeting were reviewed. A motion was made by J. Sochor to accept the minutes; second by M. Fred; motion carried.

Reports:

D. Remmert commented he has not required staff to prepare reports for awhile, as staff are still dealing a lot with COVID issues.

Administration/Nursing – A written report from Nursing was provided noting detail about the COVID vaccines in use currently, and also a summary of the Family Case Management and WIC Programs.

Dental – We are on the verge of bringing in a second dentist, Dr. David Curry. Dr. Curry will cover an occasional third clinic day each week. He has come in a few times on Fridays to help out. He has done a great job for us so far and we are looking forward to having him on board. D. Remmert reported he has recently submitted a grant to United Way. They have agreed to fund a portion of the grant submitted that would cover some of the additional expenses of adding a third clinic day.

Financial - Accounts Payable – D. Remmert reported the enclosed Accounts Payable report runs through June 10, 2021. For July 1, 2020 - June 10, 2021 we have Accounts Payable totaling \$783,874.19. M. Hammel made a motion to accept the Accounts Payable, second by J. Sochor; motion carried. **Profit & Loss Report** – D. Remmert commented this report is very straight forward, income vs. expenditures. Income – totaling 1,645,930.88. Our expenses were 1,536,670.13. At this point in time, we have a net income of 109,260.75. J. Sochor made a motion to accept the Profit & Loss Report, second by R. Spencer; motion carried. **Balance Sheet** – total current assets of \$903,050.37. This is the item D. Remmert looks at the most. We have total Assets of \$2,893,348.38 and liabilities and equity to match. This includes the assets of our building, the land, this is all included in the Balance Sheet. J. Sochor made a motion to accept the Balance Sheet, second by P. Lamkin; motion carried.

Income/Expense Report – D. Remmert commented these reports are for informational purposes only; no approval needed at this time.

Old Business – None

New Business –

Agency Budget: D. Remmert commented FY 2023 Budget mirrors what we have asked for in the past. The tax levies remain the same from each county, meaning that our overall tax rate should go down. The total revenue is about \$1,302,750. This budget is traditionally adopted more than a year ahead of the fiscal year in which it was intended and thus represents a spending plan only. P. Lamkin asked how far under the maximum rate are we. D. Remmert replied about half of what we could potentially be at. J. Sochor made a motion to accept the 2023 Budget; second by M. Hammel; motion carried.

Staff Merit-Based Salary Increases FY 2021 – D. Remmert commented in January we look at the salary schedule and this time of the year we discuss Employee Raises. Our history has been consistent with pay increases based on merit of 4 percent. Given where the Consumer Price Index is over the course of this past year, D. Remmert would like to request a pay increase based on merit of 4.5%. M. Fred made a motion to approve an aggregate merit increase in the amount of 4.5% for raises for this fiscal year; second by J. Sochor; motion carried.

D. Remmert commented there is one individual who has been with the agency longer than himself who is now over the top of her salary range. She has been with the agency close to 20 years. Once an employee reaches the top of the salary schedule, technically, they are not supposed to get any additional raises unless the board approves it. M. Fred commented he did not have a problem with it, noting the importance of retention. D. Remmert mentioned, in the time he has been with the agency, this is a situation that has never come up; however, there is a precedent for this. Before D. Remmert was with the agency there were a few times where this came up and the board always allowed the employee to receive a raise. D. Remmert commented he would like to continue with the precedent. M. Fred made a motion to waive the salary schedule ceiling and approve a raise for the one individual; second by J. Sochor; motion carried.

Administrator Evaluation and Salary Increase – D. Remmert commented he will be retirement eligible at age 55; he just turned 54. He commented he is really happy working here, he loves this community and this town! He is invested in this community and does not have any plans to go anywhere else. M. Fred made a motion to move into closed session to discuss a personnel matter related to D. Remmert's evaluation and propose a salary increase, if warranted; second by J. Sochor; motion carried.

A motion was made by M. Fred to return to open session; second by J. Sochor; motion carried. The board discussed progress with D. Remmert and expressed appreciation in the agency handling of the COVID pandemic. A raise of 6% was agreed upon by the board, effective

immediately. J. Sochor made a motion to give D. Remmert, Administrator, a 6% increase in salary, second by M. Fred; motion carried.

Board of Health member appointment/reappointment – we have two individuals who are nearing the end of their terms, M. Fred and A. Blakely. M. Fred said he would like to be reappointed. D. Remmert will send a request to the Piatt Co Board Chair to recommend reappointment of M. Fred to the Board of Health. D. Remmert spoke to A. Blakely, and he, too, would like to be reappointed. D. Remmert will send a request to the DeWitt Co Board Chair to recommend reappointment of A. Blakely to the Board of Health, as well. J. Sochor made a motion to recommend M. Fred’s reappointment to the Piatt County Board, second by M. Hammel; motion carried. J. Sochor made a motion to recommend Dr. Blakely’s reappointment to the DeWitt County Board, second by M. Fred; motion carried. D. Remmert will be submitting a letter to each of the County Board chairs to request their reappointment. It is completely up to the Board Chairs to approve those individuals.

Election of Officers – Our President, Dr. Blakely, will be retained as President. M. Hammel commented he is ok with retaining Vice President, and J. Sochor will be Secretary/Treasurer. R. Spencer made a motion to retain our current slate of officers, second by P. Lamkin; motion carried.

Adjournment – no motion needed. The meeting was adjourned at 7:45p.m. The next meeting is scheduled July 28, 2021 in the DeWitt office at 7:00p.m.

Respectfully submitted,



David M. Remmert
Administrator

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

Board of Health Member

Date