

Dewitt Piatt Bi-County Health Department Board of Health

Minutes for January 26, 2022

Monticello Office

MEMBERS PRESENT: John Sochor, Ray Spencer, Aaron Blakely,
Mitch Hammel,
Tricia Scerba via Zoom

MEMBERS ABSENT: Mark Fred, Melonie Tilley, Phil Lamkin

STAFF PRESENT: Michael Schroeder, Tara Chapman, Teale Hall and
Shelley Stipp

The meeting was called to order by A. Blakely at 7:03 p.m.

The minutes for the November 17, 2021, meeting in the DeWitt office were reviewed. A motion was made by R. Spencer to accept the minutes; including a correction of the minutes, second by J. Sochor; motion carried.

Guest Speakers – R. Spencer read aloud a statement, “Statement on Dave Remmert’s Resignation.” R. Spencer asked for the Statement to be entered into the minutes. (See attached.) The immediate resignation of David Remmert was discussed in detail. After discussion, it was determined that the BOH would seek legal counsel before progressing any further. A. Blakely commented he specifically told D. Remmert he would have an opportunity to address the BOH. A. Blakely said he had every intention of giving D. Remmert as much time as he needed; however, the sequence of events didn’t follow that.

T. Harkins and J. Harkins were in attendance as guest speakers. T. Harkins posed the question, “Shouldn’t Dave have had a time to comment before the BOH had a procedural meeting?” A. Blakely commented the BOH consulted with legal Counsel, that was the first step. A. Blakely said the BOH was in the process of getting to that, and D. Remmert didn’t give the BOH the opportunity. The plan was to proceed and the BOH was going to get ahold of D. Remmert, and it never got that far, and not by the BOH actions.

Reports –

Nursing – T. Chapman commented on MCH, Maternal Child Health. She received our quarterly reports, and does not feel like we are doing too bad, even though we have had a decrease in cases recently. Outreach is at a standstill at this time. WIC- Women, Infant and Children Program, T. Chapman commented we have a smaller WIC case load in Piatt County, compared to WIC cases in DeWitt County. She believes this is due to a difference in economic standards between the counties.

T. Chapman commented there has been a correction on HealthWorks. The Cornerstone computer generated report, which includes when children are auto-termed, has caused the error. T Harkins provided T. Chapman with the correct numbers for the entire year. We continue to offer flu vaccines. T. Chapman went over COVID numbers, including total overall, between the counties. T. Chapman also went over Lead Quarterly Reports, along with the number of TB skin tests given. She commented there are not a lot of new confirmed lead cases, actually, we have no pending confirmed venous tests for children. T. Chapman commented we have seen an increase in chlamydia and gonorrhea. We have seen more Hep B infections, as well; and a potential rabies exposure. We have had a salmonella case. We are currently working on eight COVID outbreaks within assisted living facilities or nursing homes between the counties. We were able to recently close out three outbreaks of those cases.

Environmental Health – M. Schroeder went through the food program Establishment Inspection Report. We no longer keep score with the new FDA food code we started in 2019. Scores now are based on a follow up or no follow up. With Michael and his staff providing assistance in the COVID 19 response, we were not able to fulfill our obligation of getting all contacts done, which is pretty consistent with other health departments in the State of Illinois. We were able to do at least one inspection for each place last year. We are hopeful to get back on our trends to be consistent with the Local Health Protection Grant. The State of Illinois said more than likely they will grant an extension for any food program reviews for the upcoming calendar year which means we would not be audited. Sewage Program – M. Schroeder reported the number of new systems approved for Piatt County, for the calendar year, was 36, the number of new systems approved, for the calendar year, for DeWitt County was 31. M. Schroeder commented these numbers are significantly lower than in the past. The number of septic systems was higher at the beginning of the year, as people were trying to beat inflation costs and then dropped off. M. Schroeder reported we had 35 requests for private water well testing and we were able to fulfill all of them.

Emergency Preparedness – On November 16, 2021, M. Schroeder attended an exercise at Exelon Nuclear Power Plant. There was a strong focus on evacuation this time. This particular segment of the exercise is only done once every eight years. It went very well and as a whole, DeWitt County met the exercise without any challenges. It is M. Schroeder's understanding Piatt County did very well, also. He is unable to sit in the EOC in Piatt County because he is required to be in DeWitt County. M. Schroeder is currently assisting DeWitt County EMA in running an exercise in the case of a mass casualty event. This will test our capabilities to respond to a mass casualty event, and we will build our plans from there in DeWitt County.

We continue to do in-house vaccination clinics. M. Schroeder praised the DPBHD staff for all of their hard work and efforts. BinaxNow Supplies – M. Schroeder commented, at the beginning of the year whenever Kirby stopped offering tests for schools, it was originally set up if schools had a CLIA provider order and registered through RedCap; they could get an allotment of BinaxNow testing supplies. As it turned out, the demand far exceeded the supply at the State of Illinois level. M. Schroeder can temporarily request allocations of testing supplies to help get these entities on their feet.

As far as the counties metrics goes, the week of January 2, 2022 – January 8, 2022 and also the week of January 9, 2022 – January 14, 2022, there is a slight reduction in the positivity rate. R. Spencer asked M. Schroeder if new well permits were being forwarded to Mahomet Valley Water Authority. M. Schroeder commented he never heard from anyone from the Water Authority. He asked R. Spencer to provide him with contact information.

Dental – T. Hall commented we are seeing an increase in children with five or more cavities, pain or abscesses. We are working on referring these children out. At this time, there are not any pediatric dentists in our area, DeWitt or Piatt County, who take the medical card. They have to be referred to the Chicago area for services. The State of Illinois is really wanting us to continue SDF application services. We had our visit with the Illinois Dept of Public Health, division of Oral Health. T. Hall reported everything went great. T. Hall commented we are having issues again getting a consistent dental assistant in the dental clinic.

Financial Reports – See attached

Accounts Payable – A. Blakely said this is all of the bills from the various departments for the time period November 16, 2021 - January 20, 2022. There is a total of \$181,819.25. T. Hall commented mileage went up to .585 on January 1, 2022. M. Hammel made a motion to accept the Accounts Payable Report, second by R. Spencer; motion carried.

Profit & Loss Report – A. Blakely reported from July 1, 2021 – January 20, 2022 we have total income of \$882,936.70. Total expenses are \$750,616.60, a net income of \$132,320.10. J. Sochor made a motion to accept the Profit & Loss Report, second by M. Hammel; motion carried.

Balance Sheet – A. Blakely commented this is the total assets and liabilities combined. Total assets equal \$3,150,020.37, total liabilities equal \$467,322.91. The total liabilities and equity equal \$3,150,020.37. J. Sochor made a motion to accept the Balance Sheet, second by R. Spencer; motion carried.

Income and Expense Report – these do not need to be acted upon, they are mainly for informational and discussion purposes only.

Old Business – None

New Business –

1. – Resignation of Administrator and request to keep DPBCHD computer - A. Blakely commented the BOH has a signed resignation letter from D. Remmert. He commented the BOH should either formally accept, or table or not accept the resignation. T. Scerba commented no one on the BOH has been in this particular situation previously. She would be much more comfortable with any actions the BOH takes with reassurance of legal counsel. A. Blakely commented, at this time, there will be no action taken on resignation letter. A. Blakely commented D. Remmert would like to keep the DPBCHD computer and reimburse the Health Department for it. R. Spencer commented he would like to know age and value of the said computer. T. Hall commented the said computer is in an active grant and was purchased with contact tracing funds. T. Hall said we have completely cut back on our contact tracing individuals and when D. Remmert's original computer broke, he started using the said computer. T. Hall reported the said computer's worth is a little over \$2,000.00. A. Blakely commented there are HIPPA policies on equipment. T. Hall commented we would need to make sure files are cleared of any kind of departmental information. R. Spencer commented the County can't just sell equipment. T. Hall is going to check with the grant manager to see if we can, indeed, even sell the computer. A. Blakely said from what T. Hall mentioned it really it not the Health Department's decision to make. T. Hall said she would have to defer to the State to make the decision. M. Hammel made a motion to defer to the grant to determine if we can sell the computer to an individual or not; second by J. Sochor; motion carried.

2. Initiate process of hiring new Administrator – Since the resignation was not approved by the BOH; no action was taken in the process of hiring a new Administrator.

3. – Temporary delegation of administrative duties to other personnel – A. Blakely commented we would need to deauthorize D. Remmert on bank accounts and credit cards. Our fiscal policies say it should be the BOH President as a signor on the bank accounts. This includes a checking account in Piatt County, a checking and savings account in DeWitt County, also an Edward Jones account. R. Spencer made a motion to take action and add BOH President to bank accounts to be able to sign and also to remove D. Remmert, second by M. Hammel; motion carried. T. Hall commented we need authorized signors for our grants. We have a

grant we just got approved for and it will have to be signed fairly quickly. M. Hammel made a motion for M. Schroeder to be the signor for grants, second by J. Sochor; motion carried. T. Hall commented D. Remmert is the authorized agent for IMRF account. She can't terminate D. Remmert as the authorized agent since the BOH is not accepting his resignation. The authorized agent doesn't have to be an Administrator, it can be anyone the BOH designates. T. Hall also mentioned that she is on the account as a Security Agent and has the same rights as the Authorized Agent so she can still continue with IMRF procedures for the time being. A. Blakey commented keep everything as it is for the time being.

T. Hall commented we have taken care of IVRS. We are currently waiting on new death certificate paper to come in to print death certificates. D. Remmert was listed as the Local Registrar for Piatt County. A. Blakely made a decision to appoint M. Schroeder as the Local Registrar. The decision had to be made quickly as permits to cremate or bury someone have to be completed quickly in order for funeral homes to move forward.

T. Scerba made a motion to allow A. Blakely, as a signor, to approve purchase orders over \$250, second by M. Hammel; motion carried.

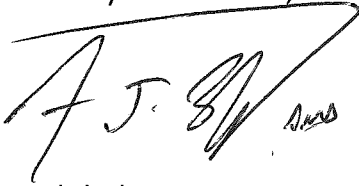
Bank Statements – T. Hall commented normally the Administrator would sign off and verify the bank statements were reconciled correctly. A. Blakely commented two people should go over the bank statements and sign. T. Scerba suggested we put a call into our auditors and make sure we are doing things correctly. T. Hall said she would call auditors and verify we are following policies. A. Blakely signed off on a Notice of Exemption for Property in Piatt County at 1020 S. Market St., Monticello IL, the property where Piatt office is located. This is something that the Administrator would have signed, indicating there is no change in ownership of the mentioned property.

Other – A. Blakely confirmed we have taken no official action on Resignation of Administrator, also no official action taken on Initiating process of hiring new Administrator. Duties have been assigned to other personnel as needed. Action has been taken in regards to the request of D. Remmert to keep DPBHD computer.

The next regularly scheduled meeting is in Dewitt office on March 23, 2022. TB Board will meet at 6:45pm, BOH meeting scheduled for 7:00pm

Next meeting: To be determined – A. Blakely tentatively set a meeting for Wednesday, February 9, 2022 at 7:00pm in the DeWitt office. A motion to adjourn was made by M. Hammel, second by R. Spencer; motion carried. Being that there was no other business to discuss; the meeting adjourned at 8:23p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'A. J. Blakely' with a stylized flourish at the end.

Aaron Blakely, DMD

Board of Health President

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