

**Hancock County Health Department
Meeting Minutes
Thursday, July 23, 2020**

Opening:

The regular meeting of the Hancock County Health Department was called to order at 5:31 pm on Thursday, July 23, 2020 in Carthage by N. Krekel.

Present:

In Person:

By Phone:

Absent: Jan Fleming

Karen Andrews
Monica Crim
Melissa Pence
Mark A, Strope
Ed Owen
Dale Quimby

Andy Bastert
Karen Beeler
L. Joe Smith

Others Present:

Amy Hall, Administrator, Tasha Speers, Director of Finance.

Approval of Minutes:

Board Minutes for the June 4, 2020 Meeting were read. Motion was carried with a role call 10 aye, 0 nays, and 1 absent.

Reports:

WIC

The WIC switch over to EBT system and having clients do curbside is going well.

Grants

Some of the staff has been doing their current job duties as well as COVID-19 job duties. We have had some money expended on overtime.

We have received a COVID-19 grant for \$37, 299.00. So far we have spent some of the grant dollars on staff time, thermometers that we can lend out to business, contacts of a positive, or the positive case, and small hand sanitizer bottles.

Contact tracing grant was submitted, approved, and I have signed the grant through eGrams. That grant is for \$817,632.00.

We have been closing out our state grants for the states FY-20 that run July 1-June 30th each year with the expenditure and work plan/quarterly reports.

COVID-19

Cure funding (The Local Coronavirus Urgent Remediation Emergency Support Program) \$76,500. I have sent you previous emails about this funding. We will be looking through our expenses and see which ones can be submitted for this funding. As of July 21, 2020 we've had 24 cases in Hancock County. Of those 24 cases 22 have recovered, 1 is still recovering, and 1 death.

Phone System

The cost of the phone system was included in the contact tracing grant. We were having phone issues in June with Mediacom. We were not the only business nor residence that was having issues with our phones. So, I talked with Mediacom and they agreed to let us out of our contract at no fee.

New Business:

Travel Reimbursements:

Projected Travel Reimbursements were reviewed. Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

Board of Health Nominations.

Dr. Heighton has agreed to take Dr. Strobe's position on the BOH. The BOH needs to make recommendations to reappointment Karen Andrews, Karen Beeler, Edward Owens, and Melissa Pence to the BOH for another 3 year term to the county board. Nominations were discussed and Motion was carried with a role call 10 aye, 0 nays, and 1 absent.

Election Day:

Working election day and taking Christmas eve day was discussed. Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

2021 Budget:

Fix and update some items that need to be completed at the health department and give the staff a raise.

The Budget was reviewed and Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

2021 Levy Request:

Request level funding again this year from the county board for the TB tax levy \$10,000 and for the public health/health department tax levy \$321,000.

The 2021 Budget was reviewed and discussed and Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

Budget Changes:

I wrote into the contact tracing grant a health educator (that person would be a health educator and a sanitarian) and a registered nurse (work in Home Health and on grants). Since that grant covers June 1, 2020 to May 31, 2021 I'd like to start to advertise for those positions and hire

ASAP. Some of their time will be in contact tracing and I will be reallocating some of the other grant and agency funds to cover their salary.

All Budget changes were reviewed and discussed. Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

Food Ordinance:

In order to be in alignment with the changes that have been made with the Illinois Food Code it was necessary to revise our local food ordinance. Highlights of changes and additions include a greater understanding of risk factors associated with food establishment classifications and additional fees that hold businesses more accountable for their food service practices and willingness to make appropriate corrections in a timely manner in order to reduce foodborne illness.

The food ordinance was discussed and close attention was paid to certain items in red on the printouts that were given prior to the meeting. Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

Employee Vacation Carryovers

Due to COVID-19 staff has been having a difficult time taking their vacation time this year. I am requesting that we allow the staff to carry over 2 weeks of their weekly hours that they work instead of just one week of time into 2021.


The staff's vacation time was discussed. Motion was carried with a roll call 10 aye, 0 nays, and 1 absent.

Closed Meeting Minute Review:

No closed meeting minutes needed to be reviewed.

Meeting adjourned at 6:30 pm.

Next Meeting: October 22, at 5:30 pm



Nancy Krekel, Board of Health President