Marion County Board of Health  
Meeting Minutes  
September 17, 2019  
7:00 P.M.

Board Members Present: Kendra Taylor, Dr. Aziz, Kyle Clark, Michael Morton, Keith Kessler and Paula Strother.

Others Present: Melissa Mallow, Administrator; Timothy Yates, Environmental Health Director; Shelley Yoder, Director of Clinical Services; Terri Adams, Director of Family Services; Mary Williams, Health Educator; and Cathy Hays, Administrative Secretary. Bruce Kropp, WJBD Radio.

I. CALL TO ORDER 
The Marion County Board of Health met on September 17, 2019 at the Marion County Health Department, Centralia office. Michael Morton called the meeting to order at 7:00 p.m.

II. QUORUM 
A quorum of six board members were present.

III. MINUTES 
Keith Kessler made a motion to accept the June Quarterly Board of Health meeting minutes as presented; Paula Strother seconded the motion. All were in favor; none opposed. The minutes were approved.

IV. SPECIAL ORDERS 
a. Board Appointment 
A letter was sent to the Marion County Board, the Marion County Board has approved the appointments of Keith Kessler, term to end 11/30/2022. Tom Turner, term to end 11/30/2022 and Dr. Engel, term to end 11/30/2020. Appointments have been approved for the Marion County Board of Health Board.

b. Selection of Board Members: 
Keith Kessler motioned to leave appointments the same. Michael Morton will remain as President of the Board. Paula Strother will remain as Board Secretary. Dr. Clark, Keith Kessler and Paula Strother will be on the Finance Committee. Dr. Aziz seconded the motion. All were in favor; none opposed. Board member selections were approved.
V. FINANCIAL REPORT
Michael Morton called for a review of the financial report. Melissa Mallow reported the cash flow balance at the end of the 3rd Quarter is $725,299.27.

The revenue for the end of the 3rd Quarter is $872,311.51 or 66.32% of the total budget. Variance of $-114,203.96.

Expenditures for the end of the 3rd Quarter are $959,294.41, or 72.98% of the budget.

Accounts Receivable are $5,738.79.

Grants Outstanding are Tobacco and Vision and Hearing.

Public Aid $18,705
Insurance $18,130

Keith Kessler made a motion to accept the financial report; Kendra Taylor seconded the motion. All were in favor; none opposed. The financial report was approved.

VI. OLD BUSINESS
None to report.

VII. NEW BUSINESS
a. Activities:
   1. Environmental Health: Timothy Yates, Director of Environmental Health
   Mr. Yates performed pre-op inspections at Mi Pueblo Mexican Restaurant in Salem, Centralia Tobacco and Liquor, Sandoval BP, Nutty Stop and Taco Bell in Salem. Also inspected food vendors at the Marion County Fair, Balloon Fest, Patoka Fall Fest, and Antique Power Days.

   West Nile Virus
   Illinois Department of Public Health (IDPH) recorded a positive West Nile Virus test from a mosquito pool in Centralia on July 3. IDPH also reported a West Nile Virus positive horse in Salem on August 27.
2. Health Education: Mary Williams, Health Educator
The Salem City Council has approved Smoke Free Parks for the areas surrounding the playgrounds. Ms. Williams is reaching out to Patoka and soon will reach out to Sandoval to initiate smoke free parks in those towns as well.

2. Nursing: Shelley Yoder, Director of Clinical Services

STD Testing Information:
6-GC/Chlamydia urine, 7- GC/Chl throat, 7- HIV, and 7-Syphilis tests were done this quarter. From the specimens collected, there were no positive results. The Marion County Health Department remains in an outbreak status for Gonorrhea with a total of 74 cases reported through the end of August.

Lead Poisoning Prevention Services:
142 screening capillary lead tests were completed this quarter. 3 new confirmed cases have been opened for lead poisoned children, 2 Nursing Home visits were conducted and 1 case was closed due to criteria met.

TB Monitoring:
No clients were reported this quarter due to a positive TB test or positive AFB smear or culture. During immunization clinics, 115 TB tests were administered.

Lab Tests:
235 clients had labs drawn at the health department and 7 clients had labs drawn through our “Lab Card” agreement.

Drug Testing:
This quarter two 9-panel urine drug tests were completed.

Communicable Diseases:
146 communicable disease reports were investigated this quarter. Out of the 146 reports that were received, 126 met the criteria to be classified as a suspect, probable or confirmed case.

Update on Hepatitis A situation:
Previously, on June 17th, Ms. Yoder was notified by IDPH that an inmate housed at the Marion County corrections facility in May/June had infectious Hepatitis A. Hepatitis A vaccination clinic was scheduled on 6-21-19. 17 staff and 7 inmates were vaccinated.

Hepatitis A Vaccine Marketing:
In order to use the adult Hepatitis A vaccine that we received for the outbreak response, On August 12th, Ms. Yoder delivered Hepatitis A information packets to Salem Medical Center SIHF to handout to client’s utilizing the Suboxone clinic.
FIT Program:
This quarter 4 FIT tests were distributed, all the samples were returned and tested and all had negative or normal test results.

Immunizations:
For this quarter, 27 regular and 4 extra immunization clinics were held. A total of 136 adult vaccines were administered and 201 adult clients served, a total of 970 pediatric vaccines were administered and 437 pediatric clients served.

Yellow Fever Certificate of Vaccination:
In May, the health department applied for a new Yellow Fever Uniform Stamp. Dr. Franczyk signed the application and on September 6th we received our official Yellow Fever Uniform stamp. The stamp is in Dr. Franczyk's name and if she ever resigns as our Medical Director then we will have to re-apply for a new stamp.

Expanded Administration age for Gardasil-9 HPV Vaccine:
In October 2018 the FDA approved expanded use of this vaccine to men and women 27 through 45 years of age.

VFC Program Changes:
Effective on September 1st the VFC program will no longer allow VFC providers to privately purchase vaccine products to administer to children with CHIP insurance (State funded Children's Health Insurance Program or Title 21 medicaid) and receive reimbursement for the vaccine product and an administration fee. The program change allows for a percentage of CHIP vaccine to automatically be dispensed with each VFC vaccine order whether it is needed or not. Since we do not purchase this vaccine we will only be able to bill the State for an administration fee. The new process will make it extremely difficult to manage stock and administer vaccine to CHIP kids. If the vaccine is not available, the CHIP kids will be put on a waiting list and contacted when we have the vaccine doses to administer.

Off-site flu clinics:
This season 28 off-site flu clinics have been scheduled covering the Patoka, Sandoval, Iuka and Centralia areas.

b. Terri Adams; Director of Family Services
This past quarter we have maintained around 90% of our WIC Caseload. The WIC Clerks from both Salem and Centralia offices have done outreach to local daycares, pediatricians and BCMW leaving information on our WIC and Family Case Management Programs.
In August we celebrated World Breastfeeding Week. There were celebrations in Salem and Centralia offices. Gifts that were donated, along with WIC Recipe Books were handed out to participating Breastfeeding Moms.
Starting July 1st, the Maternal Child Health Nurses are now required to do a home visit on every prenatal and infant enrolled in the Family Case Management Program.

3. Administration: Melissa Mallow

FY’20 Grants
All grants for the FY’20 have been submitted. Ms. Mallow is waiting on one grant to be signed, the Comprehensive Health Protection Grant. Melissa emailed her contact for the grant, and the signature page should be ready in the next few weeks.

Ms. Mallow signed an agreement with Coordinated Youth and Human Services and the Madison County AIDS Program to allow their Case Manager, Robert Schoeberle, to use an office space at our Centralia office. This office space is used to serve Mr. Schoeberle’s Centralia clients.

August 12, Melissa attended a Recreational Marijuana and the Workplace Summit. The Act takes place on January 1, 2020. Under the Act, an employer cannot do random drug tests for marijuana. The employer can only discipline for marijuana use while employee is at work.

The health department joined the Centralia Chamber of Commerce in August.

b. FY 2020 Budget
Ms. Mallow stated a balanced budget of $1,291,091, that includes a 3% raise for staff. Keith Kessler made a motion to accept the FY 2020 Budget; Kyle Clark seconded the motion. All were in favor; none opposed. The FY 2020 Budget was approved.

c. Audit FY’18
The County’s Audit was supposed to be completed and submitted by August 30, 2019. The deadline was not met; the auditors were given an extention of 15 days to complete and upload the audit to the Federal Audit Clearing House.
The auditor said they were still waiting on items from the County, therefore the audit was not uploaded by the end of Monday, September 16. Concerns of other County Members not utilizing the Grant Accountability and Transparency Act (GATA), it appears the health department will be responsible for uploading the other County Members information to the GATA site.

**VII. CLOSED SESSION**
Closed Session was not needed at this time.

**VIII. ADJOURNMENT**
Paula Strother made a motion for adjournment at 7:39 p.m.; Keith Kessler seconded the motion. The next meeting is scheduled for December 17, 2019, 7 pm, at the Salem office.

*Cathy Hays, Administrative Secretary*

*Date: September 18, 2019*