Marion County Board of Health
Meeting Minutes

December 17, 2019
7:00 P.M.

Board Members Present: Creighton Engel, Elizabeth Franczyk, Tom Turner, Keith Kessler, Kendra Taylor, Mike Morton, Kyle Clark and Paula Strother.

Others Present: Melissa Mallow, Administrator; Shelley Yoder, Director of Clinical Services; Terri Adams, Director of Family Services; Cathy Hays, Administrative Secretary; and Bruce Kropp, WJBD Radio.

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

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

III. MINUTES
Keith Kessler made a motion to accept the September 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 appointment of Paula Strother, term to end 11/30/2022. Appointment has been approved for the Marion County Board of Health Board.

V. FINANCIAL REPORT
Mike Morton called for a review of the financial report. Melissa Mallow reported the cash flow balance at the end of the 4th Quarter is $767,801.76.

The revenue for the end of the 4th Quarter are $1,257,343.32 or 95.59% of the total 2019 budget.

Expenditures for FY19 were $1,301,219.83, which is 98.9% of the budget. Expenditures over revenue are -$43,876.51, or 98.9% of the budget.
Accounts Receivable are $201,699.91. All of the FY19 grants have been paid in full.

FY20 grant monies have been coming in. Local Health Protection grant is ready to be mailed out, $87,529, Public Aid owes $4,610, Medicare owes $12,800 and Managed Care owes $16,875.

Tom Turner made a motion to accept the financial report; Dr. Franczyk 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: Melissa Mallow, Director of Environmental Health
      Tim Yates last day was October 11, 2019. Melissa is currently the acting EH Director. Ms. Mallow plans to set up interviews for EH Director in January 2020.

      Mr. Yates had approved the remodel project for the Salem Casey’s General Store. Pre-operational inspection was done at the Dollar General in Patoka. This quarter, Temporary Food Inspections were performed at Antique Power Days, Wamac Fest and Kinmundy Log Cabin Village Fall Festival.

      On December 2nd Ms. Mallow attended the United States EPA, Water, Public Health and Healthcare Coordination Workshop. The Workshop dealt with various issues that the community face when there is no public water.

   2. Nursing:
      STD Testing
      8-GC/Chlamydia urine, 3- GC/Chl throat, 7- HIV, and 7-Syphilis tests were done this quarter. From the specimens collected there was 1 positive result for GC. The patient was referred and treated appropriately.

      Lead Poisoning Prevention Services
      100 screening capillary lead tests were completed this quarter. 1 new confirmed lead poisoning case was opened.

      TB Monitoring:
      3 clients were reported this quarter due to a positive TB test or positive AFB smear or culture. No active TB cases were reported this quarter. During immunization clinics, 84 TB tests were administered to clients.
**Lab Tests**
216 clients had labs drawn at the health department and 10 clients had labs drawn through our “Lab Card” service. Lab specials that were offered this quarter: October (GHP for $35.00 regular $55.00), November (HGB A1c for $30.00 regular of $40.00) and currently in December (25-hydroxy Vitamin D for $35.00 regular $55.00).

**Drug Testing**
This quarter two 9-panel urine drug tests were completed. Both tests had a negative drug screen.

**Communicable Diseases**
115 communicable disease reports were investigated this quarter.

**FIT Program**
This quarter 1 FIT test was distributed, the sample was returned and tested and was negative or normal.

**Immunizations**
This quarter 27 immunization clinics were held. A total of 1,372 adult vaccines were administered and 1,338 adult clients served, a total of 903 pediatric vaccines were administered and 499 pediatric clients served.

**Yellow Fever Certificate of Vaccination**
On September 6th we received our official new Yellow Fever Uniform stamp, making us a certified Yellow Fever vaccination site but currently the vaccine remains unavailable for purchase and administration.

**VFC Site Review Findings**
On October 2<sup>nd</sup> Anjanette Manzy from the IDPH Vaccine for Children’s Program completed a VFC site review at the Centralia office. No compliance issues were identified during the visit. On October 4<sup>th</sup> a site review was completed at the Salem office. No compliance issues were identified during the visit. Copies of the site review findings were sent to Dr. Franczyk upon receipt.

**VFC Enrollment**
All written and electronic documentation was submitted to the VFC program on December 12th, for 2020 enrollment in the VFC program. Both title 19 and title 21 VFC vaccine will be administered at both of our offices. Currently the enrollment status is pending approval.

**Temperature Excursion**
On November 20<sup>th</sup> we had a temperature excursion above the recommended temperature in our Private Pay refrigeration unit at the Centralia office. A temperature excursion report was completed per protocol and all product vaccine manufacturers were contacted to check vaccine stability.
Influenza Vaccine and Clinics
This season 28 off-site flu clinics were held. 368 influenza vaccinations were administered off-site at the clinics. On site we have currently administered 852 influenza vaccinations to adults and 235 to pediatric clients.

Active TB Case
The reported 2019 active TB case completed a total of 9 months of TB chemo prophylaxis on December 14, 2019 and is considered adequately treated. The case was closed and submitted to IDPH on December 16, 2019.

b. Terri Adams; Director of Family Services
WIC caseload for this past quarter--September--90%, October--89%, November--85%.
WIC Review from the State was done in November. Ms. Adams had an exit review with Melissa Banz, our regional WIC nutritionist last week. Our response to any findings will be due January 13th.
Terri attended a WIC Coordinator training in Mt. Vernon on September 18th.
Also Kristie Carter, Maternal Child Health Nurse and Ms. Adams went to a Perinatal Conference in O'Fallon in September.

FCM
Family Case Management review was last week and have not received our final findings on it yet. This is done annually and is over our Healthworks (HWIL)/DSFC children, our Apors/High Risk Infants and children and our regular case managed prenatal and infants.

HWIL
Received word recently that HWIL will be going to managed care and we will no longer be following their medical case management. As of March 31st, we will no longer have a HWIL caseload. We have a caseload of 85-90 of these infants and children, we have been given some guidance in how to hand them off to our lead agency in Effingham. This change is statewide.
3. Administration: Melissa Mallow
At the Salem Chamber of Commerce luncheon on September 19th, as being a part of the Marion County Coalition Against Drug Use (MCCADU), Melissa and Georgianne Broughton, CRC, did a presentation regarding the heroin laced with Fentanyl, the presentation included over dose stats and local resources.

On October 5, Ms. Mallow represented the Marion County Health Department at the BCMW Expo held at The Rock Church in Centralia.

The health department’s annual Staff Education Day was held November 7.

Melissa Mallow attended a new administrators training on November 14 at the Sangamon County Health Department which was hosted by the Illinois Association of Public Health Administrators.

The MCCADU held an event on December 3, at the Salem Theatre, Marijuana: What parents need to know about legalization. There were about 80 people in attendance. Thank you to Kendra Taylor and the Salem Township Hospital for donating cookies for the event.

VIII. FY18 Audit
All of the financial reports and the audit have been uploaded to the GATA web portal. The FY’18 Audit was completed by Morgan Rose of Franklin & Vaughn LLC. The board received a copy of the FY’18 Audit. Findings stated that a deficiency in design of internal control over financial reporting. The health department’s bookkeeper, Michelle Slater, was not receiving monthly bank statements from the courthouse; currently Ms. Slater can view them on-line. Tom Turner made a motion to accept the FY’18 Audit as presented; Kyle Clark seconded the motion. All were in favor; none opposed. The FY’18 Audit was approved.

2020 Board of Health Meeting Dates
March 17, 2020 Centralia office
June 16, 2020 Salem office
September 15, 2020 Centralia office
December 15, 2020 Salem office
IX. CLOSED SESSION
Closed Session was not needed at this time.

X. ADJOURNMENT
Keith Kessler made a motion for adjournment at 7:31 p.m.; Kendra Taylor seconded the motion. The next meeting is scheduled for March 17, 2020; 7 pm, at the Centralia office.

Cathy Hays, Administrative Secretary

December 18, 2019
Date