

MONTGOMERY COUNTY BOARD OF HEALTH  
Minutes  
January 16, 2018

A regular quarterly meeting of the Montgomery County Board of Health was held on January 16, 2018, at 7:00 p.m. at the Montgomery County Health Department's satellite office, located at 317 W. Union Ave., Litchfield, Illinois. Present at the meeting were: Harold Jurgena, Jerry Wesley, Phillip Johnson, M.D., Rick Robbins, Brenda Johnson, R.N., Lou Ellen Anderson, Patty Whitworth, M.D., Taryn Markezich, Lauren Fuller, Jay Martin, Lynn Sellers, Lori Beeler, Jodi Perkins, and Hugh Satterlee.

Harold Jurgena called the meeting to order at 7:00 p.m.

The election of Board of Health officers for 2018 was discussed. Harold Jurgena will remain President and Patty Whitworth will continue as Secretary.

Harold Jurgena asked for a motion to approve the minutes of the October 17, 2017 Board of Health (BOH) meeting. Dr. Whitworth made a motion to approve the minutes. It was seconded by Lou Ellen Anderson. All present voted "aye" and the motion carried.

Lynn Sellers gave the CCU report. A copy of the report is attached.

Hugh Satterlee gave the Behavioral Health report in Kimber Deming's absence. A copy of the report is attached.

Hugh Satterlee gave the Environmental Health report in Cyndy Howard's absence. A copy of the report is attached.

Hugh Satterlee gave the Public Health Nursing report in Kayla Hilt's absence. A copy of the report is attached.

Lori Beeler gave the Maternal Child Health report. A copy of the report is attached.

A motion to approve the Supervisors' reports was made by Dr. Johnson. It was seconded by Jerry Wesley. All present voted "aye" and the motion carried.

Hugh gave the Administrator's Report / Fiscal Report. There was discussion about the payments to Dr. Graham. The Board would like to arrange to take patients to him or give patients gas cards to cover the cost of them transporting themselves. Renegotiation of the contract with him was also discussed.

A motion to approve the Administrator's/Fiscal report was made by Brenda Johnson. It was seconded by Jerry Wesley. All present voted "aye" and the motion carried.

Hugh Satterlee gave an update on the Health Department's 2016 tax levy issue.

Under "New Business / Open Discussion," Hugh updated the Board on the upcoming 708 Board funding opportunity.

Under "Personnel Discussion / Legal Status," an absenteeism issue with an employee was discussed.

There was no need for an Executive Session.

Harold Jurgena asked for a motion to adjourn the meeting. Dr. Johnson made a motion. It was seconded by Brenda Johnson. All present voted "aye" and the meeting adjourned.

MONTGOMERY COUNTY BOARD OF HEALTH  
Minutes  
April 17, 2018

A regular quarterly meeting of the Montgomery County Board of Health was held on April 17, 2018, at 7:00 p.m. at the Montgomery County Health Department office, located at 11191 Illinois Route 185, Hillsboro, Illinois. Present at the meeting were: Harold Jurgena, Jerry Wesley, Phillip Johnson, M.D., Rick Robbins, Brenda Johnson, R.N., Lou Ellen Anderson, Taryn Markezich, Lauren Fuller, Robert Mulch, M.D., Cyndy Howard, Lynn Sellers, Kimber Deming, Jodi Perkins, and Hugh Satterlee.

Harold Jurgena called the meeting to order at 7:00 p.m.

Harold Jurgena asked for a motion to approve the minutes of the January 16, 2018 Board of Health (BOH) meeting. Jerry Wesley made a motion to approve the minutes. It was seconded by Dr. Johnson. All present voted "aye" and the motion carried.

Lynn Sellers gave the CCU report. A copy of the report is attached.

Kimber Deming gave the Behavioral Health report. A copy of the report is attached.

Cyndy Howard gave the Environmental Health report. A copy of the report is attached.

Hugh Satterlee gave the Public Health Nursing report in Kayla Hilt's absence. A copy of the report is attached.

Hugh Satterlee gave the Maternal Child Health report in Lori Beeler's absence. A copy of the report is attached.

A motion to approve the Supervisors' reports was made by Brenda Johnson. It was seconded by Lou Ellen Anderson. All present voted "aye" and the motion carried.

Hugh Satterlee gave the Administrator's Report / Fiscal Report.

Hugh Satterlee went over the Health Department's 708 funding application that had been submitted.

Hugh Satterlee gave an update on the 2016 tax levy issue. He is still working with the State's Attorney regarding the matter.

Under "New Business / Open Discussion," the subject of school counselors was discussed.

Under "Personnel Discussion / Legal Status," the absenteeism issue that Hugh Satterlee had discussed with the Board in January was asked about. Hugh reported that the situation seems to have improved significantly since he had a meeting with the employee and their supervisor.

There was no need for an Executive Session.

Harold Jurgena asked for a motion to adjourn the meeting. Dr. Johnson made a motion. It was seconded by Jerry Wesley. All present voted "aye" and the meeting adjourned.

MONTGOMERY COUNTY BOARD OF HEALTH  
Minutes  
July 17, 2018

A regular quarterly meeting of the Montgomery County Board of Health was held on July 17, 2018, at 7:00 p.m. at the Montgomery County Health Department office, located at 11191 Illinois Route 185, Hillsboro, Illinois. Present at the meeting were: Harold Jurgena, Jerry Wesley, Phillip Johnson, M.D., Brenda Johnson, R.N., Lou Ellen Anderson, Lauren Fuller, Robert Mulch, M.D., Patty Whitworth, M.D., Walter Williams, M.D., Cyndy Howard, Lynn Sellers, Kayla Hilt, Lori Beeler, Jodi Perkins, and Hugh Satterlee.

Harold Jurgena called the meeting to order at 7:00 p.m.

Harold Jurgena asked for a motion to approve the minutes of the April 17, 2018 Board of Health (BOH) meeting. Jerry Wesley made a motion to approve the minutes. It was seconded Dr. Mulch. All present voted "aye" and the motion carried.

Harold Jurgena asked the Board members if they had any questions on the supervisors' reports (copies attached) that they received in their packet of meeting materials.

Elder Services report submitted by Lynn Sellers: There were no questions.

Behavioral Health report submitted by Kimber Deming: Dr. Whitworth inquired about the reported attendance at the grief support group, which was listed as one. Hugh Satterlee responded in Kimber's absence. He said that the individual is basically receiving individual counseling since they are the only one currently attending.

Environmental Health report submitted by Cyndy Howard: Dr. Whitworth asked about the pop-up stands she has been seeing. Cyndy said the stands have seasonal permits and they have met the certified food handler requirements. Jerry Wesley asked for clarification on the changes to the grading scale for food inspections. Cyndy explained the changes and how they will affect the scoring.

Public Health report submitted by Kayla Hilt: There were no questions, but Kayla gave some updated information. She said that the final caseload achieved in the IBCCP program through June 30<sup>th</sup> was 708.

Maternal Child Health report submitted by Lori Beeler: Dr. Mulch asked if the 88% of caseload reported for WIC was of capacity. Lori said that it is based on the caseload figure assigned by the State of Illinois, and that that number changes from year to year. Hugh added that the Health Department was one of eight agencies in the state that met caseload.

A motion to approve the supervisors' reports was made by Dr. Williams. It was seconded by Dr. Whitworth. All present voted "aye" and the motion carried.

Hugh Satterlee gave the Administrator's Report / Fiscal Report.

Hugh Satterlee gave an update on the Dr. Graham agreement. He said that a contract is in the works with Springfield Clinic that includes a fee for Dr. Graham serving as the Medical Director for the Health Department's TB program. Also in the agreement will be the arrangement for how clients will be seen by Dr. Graham. Clients will be sent, with a Health Department nurse, to Dr. Graham's office in Springfield

and the Health Department will pay for the office visit, or it will be billed to the client's insurance, if they have coverage, with the Health Department paying the balance left after insurance pays.

Hugh Satterlee asked Cyndy Howard to go over the proposed changes to the Food Service Sanitation Ordinance. Following discussion about the changes, Dr. Johnson made a motion to approve the proposed Food Service Sanitation Ordinance. It was seconded by Brenda Johnson. All present voted "aye" and the motion carried.

Hugh Satterlee reported on the funding received from the Community Mental Health (708) Board. The amount of the funding awarded to the Health Department was \$244,280. The request for funding to hire a mental health professional to serve as a school counselor was denied. The Health Department will still provide services in the schools, using alternate funding methods, including Medicaid billing when available.

Hugh Satterlee presented the Health Department's proposed FY19 County Budget. Following discussion, Jerry Wesley made a motion to approve the FY19 County Budget for submittal to the County Board. It was seconded by Dr. Whitworth. All present voted "aye" and the motion carried.

Under "New Business / Open Discussion," Dr. Johnson brought up the fact that at HSHS St. Francis Hospital board meetings he is still hearing that it is difficult to get Montgomery County Health Department to come out to the E.R. for mental health crisis services. The issue was discussed. Hugh said he had recently met with hospital representatives regarding the matter and they did not mention any problems to him. Dr. Johnson said that he will find out more about what he heard at the hospital board meeting he attended.

Under "Personnel Discussion / Legal Status," Hugh asked that the Board go into Executive Session to discuss a personnel issue. Dr. Whitworth made a motion to go into Executive Session. Lauren Fuller seconded the motion. A roll call vote was taken (copy attached), with all present voting "yes." The Board entered into Executive Session.

After coming out of Executive Session, Harold Jurgena asked for a motion to adjourn the meeting. Dr. Williams made a motion. It was seconded by Dr. Johnson. All present voted "aye" and the meeting adjourned.

MONTGOMERY COUNTY BOARD OF HEALTH  
Minutes  
October 16, 2018

A regular quarterly meeting of the Montgomery County Board of Health was held on October 16, 2018, at 7:00 p.m. at the Montgomery County Health Department office, located at 11191 Illinois Route 185, Hillsboro, Illinois. Present at the meeting were: Harold Jurgena, Jerry Wesley, Walter Williams, M.D., Phillip Johnson, M.D., Rick Robbins, Brenda Johnson, R.N., Lou Ellen Anderson, Patty Whitworth, M.D., Taryn Markezich, Lauren Fuller, Robert Mulch, M.D., Cyndy Howard, Lynn Sellers, Lori Beeler, Kimber Deming, Jodi Perkins, and Hugh Satterlee.

Harold Jurgena called the meeting to order at 7:00 p.m.

Harold Jurgena asked for a motion to approve the minutes of the July 17, 2018 Board of Health (BOH) meeting. Jerry Wesley made a motion to approve the minutes. It was seconded Dr. Williams. All present voted "aye" and the motion carried.

Harold Jurgena asked the Board members if they had any questions on the supervisors' reports (copies attached) that they received in their packet of meeting materials.

Elder Services report submitted by Lynn Sellers: There were no questions.

Behavioral Health report submitted by Kimber Deming: Dr. Whitworth asked where the three crisis admits were hospitalized. Kimber said they were sent to hospitals outside the county that have psych beds. Dr. Mulch inquired about the mental health day suggestion that was in Kimber's July report. Kimber said that possible activities for that included going to the schools and playing games with the kids that tied in the subject of mental health and sharing educational information. Jerry Wesley asked about the mental health board that he had seen in the newspaper. Kimber said that she believed that was Crossover Ministries, who is trying to get the word out about mental health in general. Dr. Johnson suggested that we interface with faith-based ministries to reach more people in an effort to get those who need it into programs that would help them. There was discussion about other ways to address mental health awareness and suicide prevention. Dr. Johnson asked that suicide prevention be made a permanent agenda item so that updates can be given at each Board meeting.

Environmental Health report submitted by Cyndy Howard: Jerry Wesley asked if the Health Department will no longer be allowed to post the food inspection grades that are currently in establishments. Cyndy said that was correct and that eventually they will all have to be taken down once the Food Code changes.

Public Health report submitted by Kayla Hilt: There were no questions, but Hugh added to the report, stating that 554 flu shots had been given to date.

Maternal Child Health report submitted by Lori Beeler: Dr. Whitworth asked if the 85% of caseload reported for WIC was of capacity. Lori said that it is based on the caseload figure assigned by the State of Illinois.

A motion to approve the supervisors' reports was made by Dr. Whitworth. It was seconded by Brenda Johnson. All present voted "aye" and the motion carried.

Hugh Satterlee gave the Administrator's Report / Fiscal Report. Hugh reported that the bank balance has held steady at a comfortable level for quite some time. He said that he would like to invest \$200,000 in CDs to get a better interest rate than is currently being received on the checking account. The amount would be split between two or more CDs and it would be arranged so that the due dates are staggered. A motion was made by Dr. Whitworth to transfer \$200,000 from the checking account to CDs. The motion was seconded by Brenda Johnson. All present voted "aye" and the motion carried.

Hugh said that the Health Department is helping to promote the drug take back program that is offered through the Sheriff's Department. It is a year round program to collect unused medications, but an awareness push is made in the month of October.

Hugh reported that he had met with staff at St. Francis Hospital (the CEO and E.D. nurse in charge) in response to their feeling that we were not responding to mental health crises the way that we should. Hugh arranged with them to have our staff come out on a test basis to see if our services were used properly when we are called. Since the meeting, approximately two months ago, only one phone call had been received from them. They did not request that someone come out. They wanted us to set up an appointment for the person. On a separate occasion, one of our clients was in their emergency department for mental health issues and they contacted Macoupin County instead of us. Hugh said that he will be meeting with them again to go over the arrangement and to discuss what has occurred since the last meeting.

Hugh gave an update on the Dr. Graham agreement. He said that a contract is in process that provides a monthly fee of \$300 to Dr. Graham for up to two hours of "TB Specialist" services. Any time in excess of that will be billed at a rate of \$175 per hour. Clients who need to be seen will be sent to Dr. Graham's office in Springfield and the Health Department will pay for the cost of the office visit and any tests, etc. that may be required.

Hugh went over some changes that the County Board made to the Health Department's FY19 budget. The health insurance rates that they received were lower than expected. Therefore, the Health Department's health insurance expense line item was lowered. The County Board also added a separate Health Reimbursement Account expense line item to the Health Department's budget. The overall decrease in expenses was \$26,451. Dr. Williams made a motion to approve the changes to the FY19 budget proposal. Dr. Whitworth seconded the motion. All present voted "aye" and the motion carried.

There was nothing under "New Business / Open Discussion."

Under "Personnel Discussion / Legal Status," Hugh reported that the Lori Partch case is still open. Restitution in the amount of \$75 was received in the Veronica Green case.

No Executive Session was needed.

Harold Jurgena asked for a motion to adjourn the meeting. Brenda Johnson made a motion. It was seconded by Jerry Wesley. All present voted "aye" and the meeting adjourned.