

MONTGOMERY COUNTY BOARD OF HEALTH

Minutes

January 18, 2022

A regular quarterly meeting of the Montgomery County Board of Health was held on January 18, 2022, at 7:00 p.m. The meeting was available as a virtual meeting due to the COVID-19 situation. Present at the meeting were: Jerry Wesley, Phillip Johnson, M.D., Patricia Whitworth, M.D., Lou Ellen Anderson, Lauren Fuller, Brenda Johnson, Sandra Johnson, Theresa Rapp, Robert Hamm, D.D.S., Jessica Moxey, Kimber Deming, Lori Beeler, Cyndy Howard, Becky Schweizer, Hugh Satterlee, and Andrew Affrunti.

With the absence of Dr. Williams, Hugh Satterlee asked Jerry Wesley to run the meeting. Jerry Wesley called the meeting to order at 7:00 p.m.

Jerry Wesley asked for a motion to approve the minutes of the October 19, 2021 Board of Health meeting. Dr. Whitworth made a motion to approve the minutes. It was seconded Lauren Fuller. All present voted "aye" and the motion passed.

Jerry Wesley asked for a motion to approve the minutes of the November 2, 2021 Board of Health special meeting. Dr. Whitworth made a motion to approve the minutes. It was seconded Sandra Johnson. All present voted "aye" and the motion passed.

The meeting was then opened up for public comment. Hearing no comments, the meeting moved on.

Hugh informed the Board that it was time to elect the Officers for the Board of Health. It was noted that Dr. Williams was willing to continue as President and that Dr. Whitworth was willing to continue as Secretary. No other current Board of Health members were nominated for these positions. A motion to approve Dr. Williams as President and Dr. Whitworth as Secretary was made by Dr. Johnson. It was seconded by Brenda Johnson. All present voted "aye" and the motion passed.

Hugh Satterlee introduced Theresa Rapp and Robert Hamm, D.D.S. as the individuals that will be appointed to the Board of Health at the next Montgomery County Board meeting in February. The current Board welcomed the new appointees.

The supervisors gave their reports.

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.

Becky Schweizer gave the Public Health report. A copy of the report is attached.

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

Jessica Moxey presented the Elder Services report. 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 passed.

Hugh Satterlee gave the Fiscal Report in the absence of Jodi Perkins. Her report included a review of the check lists from October, November, and December and also the Balance Sheet.

A motion to approve the fiscal report was made by Dr. Johnson. It was seconded by Dr. Whitworth. All present voted "aye" and the motion passed.

Hugh Satterlee gave the Administrator's report. Hugh updated the Board on the new lighting for the parking lots at the Hillsboro Office. It was noted that the Health Department continues to work closely with the four school districts and the two private schools on COVID-19 response. It seems to be working as good as can be expected for all parties involved. Hugh informed the Board on the status of testing supplies for the Health Department and the schools. He noted that it was getting tougher to get supplies from the State of Illinois and that some test kits were expiring. Hugh also informed the Board of Health on a question he had received at the County Board meeting concerning the CDC and testing. He stated that at the time of the question he did not have a good answer but researched it the next day and then provided the answer to the County Board.

A motion to approve the Administrator's report was made by Brenda Johnson. It was seconded by Dr. Whitworth. All present voted "aye" and the motion passed.

Hugh presented a security proposal that had been prepare by Wareham's Security of Taylorville, IL. The three items in the proposal were burglar and fire alarms, building access control, and a video surveillance system. It was brought to the Board's attention by Montgomery County State's Attorney Andrew Affrunti that the Old Courthouse had a security audit completed through the Department of Homeland Security Office free of charge. After discussion, Dr. Whitworth suggested that Hugh contact Sandy Leitheiser to obtain a contact for an audit of our facility. It was noted that the Litchfield office would need to be considered also.

New Business/Open Discussion: Nothing was discussed.

Executive Session: Not needed.

Personnel Discussion/Legal Status: Nothing was discussed.

A motion to adjourn the meeting was made by Dr. Johnson. It was seconded by Brenda Johnson. All present voted "aye" and the motion passed.

MONTGOMERY COUNTY BOARD OF HEALTH

Minutes

April 19, 2022

A regular quarterly meeting of the Montgomery County Board of Health was held on April 19, 2022, at 7:00 p.m. Present at the meeting were: Walter Williams, M.D., Patricia Whitworth, M.D., Lauren Fuller, Brenda Johnson, Theresa Rapp, Robert Hamm, D.D.S., Rick Robbins, Jessica Moxey, Kimber Deming, Lori Beeler, Becky Schweizer, and Hugh Satterlee.

Dr. Williams called the meeting to order at 7:00 p.m.

Hugh Satterlee read the resignation letter of Board of Health Member Lou Ellen Anderson. A motion was made by Dr. Whitworth to accept the resignation of Ms. Anderson from the Board. It was seconded by Dr. Hamm. All present voted "aye" and the motion passed.

Dr. Williams asked for a motion to approve the minutes of the January 18, 2022 Board of Health meeting. Rick Robbins made a motion to approve the minutes. It was seconded Theresa Rapp. All present voted "aye" and the motion passed.

The meeting was then opened up for public comment. Hearing no comments, the meeting moved on.

The supervisors gave their reports.

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

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

Becky Schweizer gave the Public Health report. A copy of the report is attached.

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

Jessica Moxey presented the Elder Services report. A copy of the report is attached.

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

Hugh Satterlee gave the Fiscal Report in the absence of Jodi Perkins. Her report included a review of the check lists from January, February, and March and also the Balance Sheet.

A discussion was had to look at purchasing some certificates of deposit to get a better interest rate on our money.

Hugh Satterlee gave the Administrator's report. Hugh updated the Board on the current mental health crisis response program. It was noted that safety for all responders and the public has to be taken into consideration at all times. A discussion on the current mental health state of our county occurred. Hugh also reported that he had been approached by the County Board Chairman again about housing the county ambulance billing office in our facility. It is still the Board of Health's position that we do not want to be a

billing office for another service. If it is for oversight purposes and we have physical space and nothing else, then that would be a decision for Hugh to make. Currently, space is at a premium in the Health Department. Hugh Satterlee gave an update on the staff retention grants that some departments have received.

Hugh Satterlee reported that the current COVID-19 situation in the county is holding steady. MCHD continues give vaccines and do testing five days a week.

Hugh Satterlee notified the Board that the security proposal from Wareham's Security had been approved for funding in the COVID Response grant. A motion was made by Dr. Hamm to approve the purchase of the security system from Wareham's Security which includes new door security and a camera system. The motion was seconded by Lauren Fuller. All present voted "aye" and the motion passed.

Hugh Satterlee discussed other projects for the Board to consider. After consideration of the waiting time for materials and available contractors, a motion was made by Dr. Hamm to allow Hugh Satterlee to seek services to complete projects as time and money allows and keeping the Board informed as they progress. It was seconded by Rick Robbins. All present voted "aye" and the motion passed.

New Business/Open Discussion: Nothing was discussed.

Personnel Discussion/Legal Status: It was noted that Hugh had attended two unemployment hearings on the phone. Both individuals had been denied benefits.

Executive Session: Not needed.

A motion to adjourn the meeting was made by Dr. Whitworth. It was seconded by Theresa Rapp. All present voted "aye" and the motion passed.

**MENTAL HEALTH
BOARD MEETING
April 19, 2022**

2022 3rd Quarter Stats:

*60 New or return Mental Health clients

*28 New or return Substance Use clients

*16 Crisis contacts, 2 were hospitalized, and 7 followed up with services

*0 referrals for Psychosocial Rehabilitation Services, 7 currently

*6 current clients for Drug Court

** Staff still have an average of 75 clients per caseload. This means we are only able to see clients about once every 4-6 weeks. We have implemented a waiting list with a ranking system based on need. We have hired one new therapist/SU counselor, Amber Mifflin.

**New Crisis Mobile Team will be trained soon and will officially begin with the new 988 State system on July 1. We are meeting with several different agencies in hopes that this can run smoothly.

** Staff are using telephone therapy as needed. Most all clients are now seen in person.

** Staff are still being trained over zoom, internet or telehealth as needed.

Respectfully submitted,

Kimber Deming, MA, LCPC
Behavioral Health Coordinator

**This is an attachment to the minutes
from the prior BOH meeting.**

Board of Health
April 19, 2022

Environmental Health Report
Cyndy Howard

Quarterly Environmental Health Directors Meetings have resumed after a 2-year pause during COVID. Issues discussed included Cottage Food, "Serve Kids Better" requirements, and Food Trucks.

Food - New facilities permitted this quarter include Lipe's Lunch Box in Irving, Dollar General in Nokomis, and Revive Alternative School in Raymond.

Notification was received confirming a 3-year award of \$123,198.00 thru the NEHA-FDA Retail Flexible Funding Model Grant Program. This grant will fund the following:

- New self-assessment of all 9 Voluntary Standards
- Work required to maintain 3 Standards which have previously been met (Standard 1, 3, & 4)
- Work required to achieve requirements for Standard 2. Standard 2 was previously met; however Illinois did not maintain personnel to do standardization training every three years for local health departments so we do not currently meet this standard. FDA has arranged for standardization to be completed in 2022.
- Work required to achieve compliance with 2 additional Standards (Standard 6 & 7). Standard 6 provides for review of inspection reports and routine training of inspectors to ensure proper compliance and enforcement. Standard 7 allows for forums with industry to solicit input as well as provide food safety training to the public. Funds will be used to offset cost of Food Manager Courses making them available to industry at a significantly reduced price over what is available currently. A Food Advisory Committee will also be developed.
- In addition grant funds will cover implementation cost as well as annual maintenance fees for the purchase of EH program software. This software will facilitate electronic inspections in the field as well as making them available to the public immediately. The software will incorporate all EH programs in one software package and allow industry and public to submit applications and make online payments of associated fees. Funding will also cover purchase of iPads, portable printers and laptops required to complete inspections, food classes and virtual meetings.

Septic - Staff attended a 2 day annual training provided by Onsite Wastewater Professionals of Illinois (OWPI).

**This is an attachment to the minutes
from the prior BOH meeting.**

PUBLIC HEALTH BOARD REPORT

APRIL 19, 2022

COMMUNICABLE DISEASES:

Chlamydia: 21 cases

Gonorrhea: 7 cases

Histoplasmosis: 1 case

Syphilis: 2 cases

Influ A: 1 case

Office and Travel

TB test office: 27

TB test travel: 128

Paternity/DNA: 26

Flu vaccine: 19

LTC's continue to test un-vaccinated and symptomatic staff and residents

In January 2022 this facility rapid tested 1,311 with 431 positives. February 2022 we tested 165 with 46 positives and in March 2022 we tested 43 with 2 positives

No Diabetes support group at this time

Thank you

Becky Schweizer Public Health Nurse



**This is an attachment to the minutes
from the prior BOH meeting.**

Maternal Child Health April 2022 Board of Health Report

WIC and FCM Disaster Plans remain in effect thru the end of July. Remote and curbside services continue.

WIC caseload was at 88.3% for the last quarter. The two year WIC MEQA audit was completed on 3/31/22. We had two findings, one was caseload did not meet the 90% performance standard and our breastfeeding rates did not meet the 20% exclusivity and 35% duration standards. MCHD's breastfeeding rates were 15.3% exclusivity and 25% duration for FY20.

We also completed a 2 year Family Case Management audit in February 2022. We had no findings on the FCM audit.

Our Litchfield RN, Ann Estes, resigned in the middle of March and we are in the process of hiring a new nurse.

Vaccines and capillary lead draws continue to be performed and we are gearing up for school vaccine administration.

Thank you

A handwritten signature in black ink, appearing to read 'Lori Beeler', written over a horizontal line.

Lori Beeler RN

Maternal Child Health Coordinator

**This is an attachment to the minutes
from the prior BOH meeting.**

MCHD Elder Services Report
4/19/2022

- 668 Community Care Program clients on the case load.
- Emergency Senior Services (ESS) funds continue to help individuals in our territory with needed items such as ensure, depends, assistive devices, etc.
- There are 9 open Adult Protective Services (APS) cases. The program was reviewed by Area Agency on Aging for LincolnLand in March and received a 97.23%.
- We still have a vacancy for an APS Caseworker.
- So far this fiscal year our staff has assisted 92 individuals with the Benefit Access Program which enables them to receive their license plate sticker for a \$24 renewal fee. Our office continues to be a valuable resource in the community for those seeking help understanding their Medicare and Medicaid benefits and checking for eligibility for various programs to assist the low income.

Thank you,



Jessica Moxey
CCU/APS Program Director

**This is an attachment to the minutes
from the prior BOH meeting.**

MONTGOMERY COUNTY BOARD OF HEALTH

Minutes

November 2, 2022

A regular quarterly meeting of the Montgomery County Board of Health was held on November 2, 2022, at 7:00 p.m. Present at the meeting were: Walter Williams, M.D., Jerry Wesley, Taryn Markezich, Lauren Fuller, Robert Hamm, D.D.S., Phillip Johnson, M.D., Sandra Johnson, Jessica Moxey, Kimber Deming, Cyndy Howard, Lori Beeler, Jodi Perkins, and Hugh Satterlee.

Dr. Williams called the meeting to order at 7:00 p.m.

Dr. Williams asked for a motion to approve the minutes of the August 2, 2022 meeting. Dr. Hamm made a motion to approve the minutes of the August 2, 2022 meeting. It was seconded Sandra Johnson. All present voted "aye" and the motion passed.

The meeting was then opened up for public comment. Hearing no comments, the meeting moved on.

The supervisors gave their reports.

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 report in Becky Schweizer's absence. A copy of the report is attached.

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

Jessica Moxey presented the Elder Services report. A copy of the report is attached. Jessica added that a termination notice for the Adult Protective Services program had been received from the Illinois Department on Aging. As of 12/1/22, Montgomery County Health Department will no longer be the APS provider for Montgomery County.

A motion to approve the supervisors' reports was made by Jerry Wesley. It was seconded by Lauren Fuller. All present voted "aye" and the motion passed.

Jodi Perkins gave the Fiscal Report. Her report included a review of the check lists from July, August, and September and also the Balance Sheet.

A motion to approve the Fiscal Report was made by Dr. Johnson. It was seconded by Dr. Hamm. All present voted "aye" and the motion passed.

Hugh Satterlee gave the Administrator's report. Hugh reported that Cyndy Howard is assisting Christian County with their environmental health program due to their current lack of an L.E.H.P. on staff. The MCHD Maternal Child Health Department has also been providing WIC program assistance to them due to staffing issues.

Hugh stated that the Health Department has been through several reviews recently including the CARF accreditation, a DHS Bureau of Accreditation, Licensure, and Certification review, and a DHS Fiscal–

Administrative review. All reviews went well and the agency passed each one, receiving only minor recommendations / corrective actions.

Hugh reported that an application had been submitted for an additional IDPH Lead grant. The grant would allow the Health Department to assist residents with the replacement of windows, etc., in homes with elevated lead levels. A decision on whether the application will receive funding is expected within the next couple of months.

Hugh discussed a couple of different investment avenues, one being CDs and, the other, an investment opportunity through the State of Illinois for governmental agencies, called The Illinois Funds. He shared the information he had about The Illinois Funds. He is in the process of obtaining additional information about it.

A motion to approve the Administrator's Report was made by Lauren Fuller. It was seconded by Taryn Markezich. All present voted "aye" and the motion passed.

Jodi Perkins presented the Health Department's updated Cost Allocation Plan. A motion to approve the Cost Allocation Plan was made by Jerry Wesley. It was seconded by Taryn Markezich. All present voted "aye" and the motion passed.

Hugh Satterlee presented a Mental Health programming update. He gave information on how the meeting with the providers and first responders went. He shared his plans for future meetings. There was discussion regarding the prioritization of certain issues in the Health Department's current programming and the inclusion of some new projects.

Hugh Satterlee gave the Projects Update. He stated that the parking lot lighting project had been completed. Projects that the County Board has agreed to fund 60% of with ARPA funding include panic buttons in all offices, a generator for the Mental Health/Elder Services side of the building, and the installation of handicapped doors at the front entrance of Mental Health/Elder Services.

New Business/Open Discussion: Dr. Williams informed the Board that he will be resigning from the Board of Health effective 1/1/23.

Personnel Discussion/Legal Status: Nothing was discussed.

Executive Session: No Executive Session was needed.

A motion to adjourn the meeting was made by Lauren Fuller. It was seconded by Dr. Johnson. All present voted "aye" and the motion passed.