

MONTGOMERY COUNTY BOARD OF HEALTH

Minutes

January 17, 2023

A regular quarterly meeting of the Montgomery County Board of Health was held on January 17, 2023, at 7:00 p.m. Present at the meeting were: Jerry Wesley, Rick Robbins, Theresa Rapp, Lauren Fuller, Phillip Johnson, M.D., Patricia Whitworth, M.D., Becky Schweizer, Jessica Moxey, Kimber Deming, Cyndy Howard, Hugh Satterlee, Jodi Perkins, and Linda Liebscher.

Jerry Wesley called the meeting to order at 7:00 p.m.

Jerry Wesley asked for a motion to approve the minutes of the November 2, 2022 meeting. Lauren Fuller made a motion to approve the minutes of the November 2, 2022 meeting. 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.

**Election of Officers:** Following discussion by the Board, Rick Robbins made a motion to nominate Dr. Whitworth for the Board of Health President. The motion was seconded by Theresa Rapp. All present voted "aye" and the motion passed. Rick Robbins then made a motion to nominate Brenda Johnson for the Board of Health Secretary. Theresa Rapp seconded the motion. All present voted "aye" and the motion passed.

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.

Hugh Satterlee gave the Maternal Child Health report in Lori Beeler's absence. 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 Lauren Fuller. It was seconded by Dr. Johnson. All present voted "aye" and the motion passed.

Hugh Satterlee gave the Fiscal Report. The 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 Theresa Rapp. All present voted "aye" and the motion passed.

Hugh Satterlee gave the Administrator's report. Hugh reported that the security system is 75% complete. Panic buttons will also be installed. Cameras have been installed.

Hugh stated that he received the painting bid from Gehrman's. It was \$10,000 higher than the bid submitted by Richmond Painting.

A motion to approve the Administrator's Report was made by Rick Robbins. It was seconded by Jerry Wesley. All present voted "aye" and the motion passed.

**Mental Health Programming Update:** Hugh reported that he had met with first responders. There were 18 in attendance. Issues they brought up were transportation off hours and lack of trained specialists. This information will be taken to and presented at a meeting with providers. Schools will be met with separately.

Hugh Satterlee presented information on a possible new Litchfield building. The former Fleming Tawfall building is currently for sale. Hugh went over the building's information and said that it would require some renovations in order to become ADA compliant. He said that the owner was willing to give credit for the renovations that need to be made. A motion to pursue an estimate for the renovations with an architect was made by Dr. Johnson. It was seconded by Lauren Fuller. All present voted "aye" and the motion passed.

**New Business/Open Discussion:** Rick Robbins informed the Board of the problems caused by the new DHS law that changed the 20 day requirement for transferring mentally ill inmates from the jail to DHS facilities. Following discussion by the Board, Dr. Whitworth suggested that this be a topic of discussion at the meeting that Hugh has with providers.

Hugh told the Board that there are currently three Board of Health member vacancies. He said that he has contacted Dr. Brian Cady and he was willing to be on the Board. He also contacted Pam Myers, a former employee who was the Public Health Nursing Coordinator, and she also said she would be willing. He had been given the name of Bill Short, a businessman from Litchfield, and he was going to inquire with him to see if he would be interested.

**Personnel Discussion/Legal Status:** Nothing was discussed.

**Executive Session:** No Executive Session was needed.

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

MONTGOMERY COUNTY BOARD OF HEALTH

Minutes

April 18, 2023

A regular quarterly meeting of the Montgomery County Board of Health was held on April 18, 2023, at 7:00 p.m. Present at the meeting were: Patricia Whitworth, M.D., Brenda Johnson, Jerry Wesley, Rick Robbins, Theresa Rapp, Lauren Fuller, Phillip Johnson, M.D., Brian Cady, M.D., Pam Myers, Robert Hamm, D.D.S., and Ross Billiter, M.D., Becky Schweizer, Jessica Moxey, Kimber Deming, Lori Beeler, Hugh Satterlee, and Jodi Perkins.

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

Dr. Whitworth asked for a motion to approve the minutes of the January 17, 2023, February 1, 2023, and February 5, 2023 meetings. Rick Robbins made a motion to approve the minutes of the January 17, 2023, February 1, 2023, and February 5, 2023 meetings. It was seconded by Dr. 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. Kimber also discussed the upcoming Mental Health Awareness Day event that the Health Department is hosting.

Hugh Satterlee gave the Environmental Health report in Cyndy Howard's absence. 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.

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

Hugh Satterlee gave the Administrator's report. Hugh reported on the status of the CLEAR-Win grant through IDPH that assists with home repairs, such as window replacements, to lower the lead exposure in the homes of individuals with elevated lead levels. The grant is for \$130,000 and is for two years. It has yet to be signed by the State of Illinois. There are currently seven homes that estimates are being obtained for in anticipation of when it is signed.

Hugh stated that St. Francis Way had contacted him to ask if the Health Department would be able to be the host for the Narcan box in Hillsboro. Hugh said that it wouldn't be possible because the property now has surveillance cameras and that is not something that is allowed at a Narcan box site. He said that he will look for a central location in town.

Hugh discussed the County Board's Mental Health Ad Hoc Committee.

Hugh went over the architectural plans for the new Lichfield office, 1357 E. Union Avenue. Following review and discussion by the Board, a motion to approve the architectural plans was made by Brenda Johnson. It was seconded by Dr. Johnson. All present voted “aye” and the motion passed.

Hugh presented the Health Department’s Annual Report. The report is a statistical summary of Health Department activities based on the County fiscal year and is required by IDPH. A motion to approve the Health Department’s FY22 Annual Report was made by Rick Robbins. It was seconded by Jerry Wesley. All present voted “aye” and the motion passed.

New Business/Open Discussion: Nothing was discussed.

Personnel Discussion/Legal Status: Nothing was discussed.

Executive Session: No Executive Session was needed.

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

MONTGOMERY COUNTY BOARD OF HEALTH

Minutes

July 18, 2023

A regular quarterly meeting of the Montgomery County Board of Health was held on July 18, 2023, at 7:00 p.m. Present at the meeting were: Patricia Whitworth, M.D., Brenda Johnson, Rick Robbins, Theresa Rapp, Lauren Fuller, Brian Cady, M.D., Pam Myers, Robert Hamm, D.D.S., and Ross Billiter, M.D., Becky Schweizer, Jessica Moxey, Kimber Deming, Lori Beeler, Hugh Satterlee, and Jodi Perkins.

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

Dr. Whitworth asked for a motion to approve the minutes of the April 18, 2023 meeting. Rick Robbins made a motion to approve the minutes of the April 18, 2023 meeting. It was seconded by Lauren Fuller. 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 Cyndy Howard's absence. 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.

Jodi Perkins gave the Fiscal Report. Her report included a review of the check lists from April, May, and June and also the Balance Sheet.

Hugh Satterlee gave the Administrator's report. Hugh reported that FY24 County Budget information has started being gathered, but it is still in the preliminary stage. He said that once the Budget is complete, a special Board of Health meeting will be necessary in order for it to be reviewed and approved prior to it moving on to the County Board.

Hugh reported that the State had increased the Health Department's FY24 Local Health Protection Grant. Also, that a 5-year IDPH grant to be used for retention of public health staff is being given to local health departments.

Hugh went over some information he received from Hillsboro Area Hospital. They are discontinuing their psychiatric services as of 8/31/23. He met with their administrative team to obtain details of their current contract with the service provider, Array, to determine whether the Health Department would be interested in utilizing their services. Hugh presented the information to the Board. After discussion, a motion to investigate Array's services further was made by Lauren Fuller. It was seconded by Dr. Cady. All present voted "aye" and the motion passed.

Hugh informed the Board that he has created a policy that states that each payroll staff will only be paid for the time that they have entered into the time tracking software at the time that payroll is prepared. They will be paid for the time that they did not receive pay for on the next payroll if that time has been entered by the time that payroll is prepared. Staff have been very lax about keeping their time entries up to date. Their time entries effect the billing of State grants. This policy is meant to make employees more accountable and to help resolve this issue.

Hugh stated that there are no bids for the renovation work on the new Litchfield building. Two contractors took packets, but neither turned in a bid. Hugh said that the Health Department has fulfilled its obligation of advertising for bids. He said that he will now contact the contractors who took the packets and ask if they are interested in submitting a bid.

New Business/Open Discussion: Hugh presented information on a mental health crisis response situation that occurred. The Board discussed the response with Hugh and Kimber.

Personnel Discussion/Legal Status: Nothing was discussed.

Executive Session: No Executive Session was needed.

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