

CRAWFORD COUNTY BOARD OF HEALTH

MINUTES

MARCH 16, 2022

The Crawford County Board of Health met Wednesday, March 16, 2022 at 6:00 p.m. at the Robinson Community Center. The following directors were present:

Koert Bartman
Kayla Blank, PharmD
Shannon Goebel
David Hasty
David Rotman, M.D.
Fred Scott, D.O.

EXCUSED: Guy Rumler
William Schaefer, DDS

OTHERS PRESENT: Madelyn Taylor, MSN, RN, CLC, Director
Amy Marley, MSN, RN, CRHCP, CLC, Administrator
Jenna Thompson, RN, Nursing Supervisor
Cole Shaner, Crawford County State's Attorney
Mikayla Gascich, Masters in Public Health Intern/Contact Tracer
Bobbi Branson, Executive Secretary to the Board of Health

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Shannon Goebel, Chairperson with Mr. Bartman, Mrs. Blank, Mrs. Goebel, Mr. Hasty, and Dr. Rotman present at time of roll call.

ADDITIONS, DELETIONS, CORRECTIONS TO THE AGENDA

Mrs. Taylor noted Ms. Gascich would present the Environmental Health Report.

APPROVAL OF FEBRUARY 16, 2022 MEETING MINUTES

A motion was made by Mrs. Blank and seconded by Mr. Bartman to approve the February 16, 2022 minutes as written. Upon roll call, motion carried unanimously.

APPROVAL OF JANUARY FINANCIAL REPORT

Mrs. Taylor reviewed the Financial and Expenditure Reports for the month of January, 2022.

A motion was made by Mr. Hasty and seconded by Dr. Rotman to approve the January, 2022 financial reports as presented. Upon roll call, motion carried unanimously.

APPROVAL OF FEBRUARY FINANCIAL REPORT

Mrs. Taylor reviewed the Financial and Expenditure Reports for the month of February, 2022.

A motion was made by Mr. Bartman and seconded by Dr. Rotman to approve the February, 2022 financial reports as presented. Upon roll call, motion carried unanimously.

NURSING SERVICE FEES FOR CRAWFORD COUNTY JAIL

Mrs. Taylor stated in November of 2020 the Board voted to waive up to \$15,000 in charges for nursing services performed at the Crawford County Jail. Mrs. Taylor stated 2020 and 2021 were hard years for the jail with inmates not being transferred to the Illinois Department of Corrections. She stated the charges exceeded the \$15,000 maximum by \$2,680.24.

Mrs. Taylor stated since the Jail recently began charging a copay for sick calls the nursing services have decreased significantly.

Mrs. Taylor stated the County Board voted to give CCHD \$25,000 to create a driveway around the building and add a second building on the north side of the facility for testing, drive-thru clinics, etc.

Mr. Bartman stated he would like to see the department stay at the \$15,000 maximum for 2022; he noted if the State would send payment to the County they could pay the overage of \$2,680 back to CCHD. Mr. Bartman suggested reviewing the incurred charges halfway through the year to evaluate.

After discussion, it was decided the department would not bill for the FY21 overage.

Mrs. Marley stated she did not feel nursing services would be as high this year for the jail. Mrs. Goebel stated she did not feel it would be necessary to make a motion to forgive the overage.

Mrs. Goebel suggested a committee could be appointed closer to the review time to meet with the Jail.

Dr. Scott arrived at 6:16 p.m.

A motion was made by Mr. Hasty and seconded by Mr. Bartman to allow a maximum of \$15,000 in fees for nursing services for the Crawford County Sheriff's Department for 2022 with a review of charges to be held in August, 2022. Upon roll call, motion carried unanimously.

COVID-19 VACCINATION POLICY

Mrs. Taylor presented the COVID-19 Vaccination Policy.

Mrs. Goebel noted two spelling corrections to the policy.

A motion was made by Dr. Scott and seconded by Mrs. Blank to approve the COVID-19 Vaccination Policy with the mentioned spelling corrections. Upon roll call, motion carried unanimously.

DRUG FREE WORKPLACE POLICY

Mrs. Taylor presented the Drug Free Workplace Policy.

Dr. Scott requested Darvocet be removed from the list of medications.

Mrs. Taylor stated 3% of staff will be tested each quarter.

A motion was made by Dr. Scott and seconded by Dr. Rotman to approve the Drug Free Workplace Policy with the deletion of Darvocet from Appendix I., #10. Upon roll call, motion carried unanimously.

APPROVAL OF PERSONNEL POLICY REVISIONS

Mrs. Taylor reviewed revisions to the following policies:

- Open Door Policy
- Termination of Employment
- Meal Breaks
- Appendix I (Policy additions and revisions)

A motion was made by Dr. Scott and seconded by Mr. Bartman to approve the policy revisions as presented. Upon roll call, motion carried unanimously.

EXECUTIVE SESSION MINUTES

A motion was made by Mrs. Blank and seconded by Dr. Rotman to leave all Executive Session minutes closed. Upon roll call, motion carried unanimously.

NURSING REPORT

Mrs. Thompson presented the nursing report for January and February, 2022.

Mrs. Thompson stated the department has begun scheduling back to school clinics and will provide immunization clinics at the schools.

ENVIRONMENTAL HEALTH REPORT

Ms. Gascich presented the Environmental Health report for January and February, 2022.

ADVISEMENTS

IPLAN

Mrs. Taylor stated the department is working on IPLAN which is due in November. She reported the committee will meet next week. Mrs. Taylor stated a community survey was released with 197 responses to date.

PERSONNEL

Mrs. Taylor reported a full-time nurse transferred to a PRN position and interviews will be held for this position next week.

COMMUNITY AWARENESS

Mrs. Taylor stated the department will participate in Washington School's upcoming Community Night.

STATEMENTS OF ECONOMIC INTEREST

Mrs. Taylor noted the Statements of Economic Interest were included in their packets and asked that they be returned to Mrs. Branson.

Mrs. Taylor thanked the Board for their leadership over the last year and a half. She stated it has been the hardest year and a half, but also some of the proudest moments of her life. She explained the decision to leave was not taken lightheartedly. Mrs. Taylor thanked the Board for the opportunity to lead the most amazing team in this community.

Mrs. Goebel stated Mrs. Taylor has done an outstanding job and has definitely left an impact on CCHD and the community. She stated Mrs. Taylor will be sorely missed and wished her the absolute best in her future. She stated the Board knows she was wholeheartedly invested in the community and the department and expressed her appreciation.

EXECUTIVE SESSION

A motion was made by Mrs. Blank and seconded by Mr. Hasty to enter into closed session. Upon roll call, motion carried unanimously.

Closed session began at 6:51 p.m.

A motion was made by Dr. Scott and seconded by Dr. Rotman to close Executive Session. Upon roll call, motion carried unanimously.

Open session resumed at 7:02 p.m.

HIRING COMMITTEE

Mrs. Goebel appointed Mr. Rumler, Mrs. Blank, and Mrs. Goebel to serve on the Hiring Committee with Dr. Schaefer to serve as an alternate. She stated interviews will be scheduled soon.

BOARD MEMBER COMMENTS

Mr. Hasty thanked Mrs. Taylor for getting the Department through what was probably the worst part of the history of the health department. He stated the Board and CCHD were lucky to have had her leadership and wished her well.

Mrs. Blank stated Mrs. Taylor has been amazing and has been a wonderful leader for the department. She wished Mrs. Taylor the best and thanked her for all she has done.

Dr. Rotman stated he felt sorry for Mrs. Taylor coming into the position when she did.

Mr. Bartman expressed his appreciation for everything Mrs. Taylor has done.

Mrs. Goebel expressed her appreciation. She stated Mrs. Taylor has been awesome and our community has benefited from having her. She stated no one ever doubted Mrs. Taylor’s integrity or the fact that she cared deeply about the community. She stated she cannot say enough about how much the Board has appreciated Mrs. Taylor. Mrs. Goebel stated the Board is always here for Mrs. Taylor, they support her, and wish her all the best; Board members agreed.

Mrs. Taylor stated if the Board would like her to stay on PRN to help make the transition as smooth as possible she is definitely willing to do that.

Mrs. Goebel stated Ms. Gascich is helping see the IPLAN project through, which will help the department tremendously. Mrs. Taylor stated Ms. Gascich is a great asset and will finish her masters in May.

Mrs. Goebel thanked Mr. Shaner for attending and expressed appreciation on behalf of the Board.

PUBLIC COMMENTS

There were no comments.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:16 p.m.

_____, **Secretary** **Date:** _____