

## **CRAWFORD COUNTY BOARD OF HEALTH**

### **MINUTES**

**MAY 17, 2023**

The Crawford County Board of Health met Wednesday, May 17, 2023 at 6:00 p.m. at the Crawford County Health Department. The following directors were present:

Kayla Blank, PharmD  
Shannon Goebel  
David Hasty  
David Rotman, M.D.  
Guy Rumler  
Fred Scott, D.O.  
Kim Wade-Decker, BSN, RN

EXCUSED: William Schaefer, DDS

OTHERS PRESENT: Mikayla Gascich, Director  
Amy Marley, MSN, RN, CRHCP, CLC, Administrator  
Kaitlyn Williams, MPH, REHS/RS, Director of Environmental Health  
Tim Bennett, County Board Representative

### **CALL TO ORDER**

The meeting was called to order at 6:02 p.m. by Shannon Goebel, Chairperson with Mrs. Blank, Mrs. Goebel, Mr. Hasty, Mr. Rumler, Dr. Scott and Mrs. Wade-Decker present at time of roll call.

### **ADDITIONS, DELETIONS, CORRECTIONS TO THE AGENDA**

No additions, deletions, or corrections were noted to the agenda.

Mrs. Goebel circulated the March 15, 2023 Executive Session Minutes for Board members to review.

### **NURSING REPORT**

Ms. Gascich presented the nursing report for the months of March and April, 2023.

Ms. Gascich advised the Board school immunization clinics have been completed at Robinson and Palestine schools and will be held at Oblong and Hutsonville schools in the fall.

Ms. Gascich stated the department will begin distributing Narcan to the public through a partnership with Egyptian County Health Department.

Dr. Rotman arrived at 6:05 p.m.

Ms. Gascich stated the department would like to host the National Kidney Foundation of Illinois' KidneyMobile later this year to provide valuable health screenings to the community at no cost.

Ms. Gascich reported the Emergency Declaration ended May 11, 2023 and explained what this would entail. She expressed her appreciation to the Board for all they did for CCHD and the community throughout the pandemic.

Ms. Gascich stated the ultracold vaccine freezer has been installed in the basement on a designated line.

She reported Sarah Bush Lincoln will increase a few laboratory fees July 1, 2023. She announced a punch card has been created for clients utilizing the Uninsured/Underinsured Lab Program at CCHD; the lab draw fee will not be charged on the fifth visit, which is a savings of \$30.

Ms. Gascich stated preschool vision and hearing screenings were completed in March.

### **ENVIRONMENTAL HEALTH REPORT**

Ms. Williams reviewed the Environmental Health Report for the months of March and April, 2023.

Ms. Williams left the meeting at 6:17 p.m.

### **APPROVAL OF MARCH 15, 2023 MEETING MINUTES**

A motion was made by Dr. Scott and seconded by Mrs. Kim Wade-Decker to approve the March 15, 2023 minutes as written. Upon roll call, motion carried unanimously.

### **APPROVAL OF MARCH, 2023 FINANCIAL REPORT**

Ms. Gascich reviewed the Financial and Expenditure Reports for the month of March, 2023.

A motion was made by Mr. Rumler and seconded by Dr. Rotman to approve the March, 2023 financial reports as presented. Upon roll call, motion carried unanimously.

### **APPROVAL OF APRIL, 2023 FINANCIAL REPORT**

Ms. Gascich reviewed the Financial and Expenditure Reports for the month of April, 2023.

A motion was made by Mr. Hasty and seconded by Mrs. Blank to approve the April, 2023 financial reports as presented. Upon roll call, motion carried unanimously.

Ms. Gascich reported the department has billed over \$95,000 in grant funding that has not been received yet.

### **APPROVAL OF MARCH 15, 2023 EXECUTIVE SESSION MEETING MINUTES**

A motion was made by Dr. Scott and seconded by Mrs. Blank to approve the March 15, 2023 Executive Session minutes as written. Upon roll call, motion carried unanimously.

## **ADVISEMENTS**

### **PUBLIC RELATIONS**

Ms. Gascich distributed a department services advertising mailer for Board members to review. She asked that Board members contact her with any changes or suggestions. She stated the mailers will be purchased through a grant to be mailed in the fall.

### **NEW FOOD INSPECTION BROCHURE**

Ms. Gascich distributed a new quick reference food inspection brochure for members to review. She explained this information will be distributed to chambers of commerce and city and township councils. She stated she hopes the brochures will help with any confusion, increase awareness, and improve communication. She stated the department is looking into holding educational food program classes for the community.

Ms. Marley stated she and Ms. Gascich met with County Board Chairman, Bill Burke to discuss some food program issues. She explained the food ordinance the department follows is the one adopted by the County Board and noted if there are changes they would like made it would need to be at the County level.

Mrs. Wade-Decker inquired if the food inspection information will be shared on the internet. Ms. Gascich confirmed it would be shared on social media and the website will be revised.

### **SOCIAL MEDIA**

Ms. Gascich inquired if Board members would mind if CCHD shared social media posts featuring them; there were no objections. Ms. Marley suggested obtaining social media releases from each Board member and highlighting Board members in CCHD's posts.

### **PERSONNEL**

Ms. Gascich reported the Public Health Emergency Preparedness Coordinator and Sanitarian-In-Training position has been advertised.

### **COMMUNITY AWARENESS**

Ms. Gascich stated the department participated in Washington Grade School's Community Night in March to promote services.

### **CD**

Ms. Gascich stated the department has a CD that will mature in June. She reported the department is currently looking into investing \$500,000 in an additional CD at an interest rate of 4%. Ms. Marley stated the department will create a spreadsheet to document where rates were checked. She recommended investing \$240,000 to \$250,000 for each CD for insurance purposes. Ms. Marley stated in the event grant funding would be delayed, the department would utilize their reserve to continue to provide services to the community.

### **MOTHER-INFANT SAFETY EXPO**

Ms. Gascich reported the department held its third Mother-Infant Safety Expo with thirty expecting mothers attending. She stated thirty-one car seats were distributed as well as door prizes to expecting parents. She reported there were nineteen educational booths and all attending were very appreciative. Ms. Gascich stated the

department has sufficient funds to provide one more expo and she will continue to research funding sources to allow this event to be held annually.

#### **BREASTFEEDING SUPPORT GROUP**

Ms. Gascich stated CCHD's Breastfeeding Support Group is held in-person monthly at the department and anyone from the community needing breastfeeding support is welcome to attend.

#### **CPR**

Ms. Gascich announced all CCHD staff are now BLS certified. She stated she will conduct a community BLS class June 2, 2023 and would like to host a Heartsaver baby-sitting first-aid class in the summer.

#### **MEDICAID CONTINUOUS ENROLLMENT**

Ms. Gascich reported staff have been assisting clients update their information in Medicaid's system to ensure continued coverage.

#### **TRAINING**

Ms. Gascich reported she attended Planning and Preparedness training in April. She stated during an event at the department she would serve as Incident Commander. She reported she also attended Public Health Administrator's training in the spring.

#### **EXECUTIVE SESSION**

It was noted it would not be necessary to enter into Executive Session.

#### **BOARD MEMBER COMMENTS**

Dr. Rotman discussed the readiness of the department concerning the health of migrant workers. Ms. Marley stated the department can offer TB tests, offer vaccination clinics, and distribute educational information in multiple languages.

Mrs. Goebel suggested the department share information on travel vaccination requirements on social media.

Mr. Hasty inquired when committee meetings will be held. Mrs. Goebel stated they will meet soon. She noted Committee Reports will be added to the meeting agendas.

#### **PUBLIC COMMENTS**

Mr. Bennett stated he felt it was amazing what CCHD does from what he learned during the meeting. Mrs. Goebel stated she appreciated Mr. Bennett's support. Ms. Gascich stated if anyone would like to visit or have any questions to please contact her. Ms. Marley added there is a lot that goes on at the department that people are not aware of. She noted CCHD has employees trained to respond when tornados occur. Ms. Gascich added the department would like to work very closely with Crawford County Emergency Management Agency.

Mrs. Wade-Decker stated some people did not have places to stay when displaced by the tornado. Ms. Marley stated the department would like to be actively involved. Mrs. Goebel

noted the Board has active representation from each town and can be a county-wide resource. Mrs. Wade-Decker stated she will invite Board members to attend if the Health and Safety Committee meet to discuss this concern again. Ms. Gascich stated she would encourage the Health and Safety Committee to attend the quarterly Local Emergency Preparedness Committee meetings.

Mrs. Goebel stated she appreciated the Board's discussion and recommended if members know of items that need addressed to please bring those to the Board's attention.

### **ADJOURNMENT**

There being no further comments, or business to discuss, the meeting adjourned at 7:19 p.m.

\_\_\_\_\_, **Secretary**                      **Date:** \_\_\_\_\_