

CRAWFORD COUNTY BOARD OF HEALTH

MINUTES

OCTOBER 20, 2020

The Crawford County Board of Health met Tuesday, October 20, 2020 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.
Guy Rumler
William Schaefer, DDS
Robert Walsh, D.O.

OTHERS

PRESENT:

Darla Tracy, Certified Public Health Administrator
Jenna Thompson, Nursing Supervisor
Eric Paulin, LEHP, Director of Environmental Health
Jason Wright, ADG Design
Cole Shaner, Crawford County State's Attorney
George Bohman, Crawford County Board Representative
Don Goupil, Crawford County Board Representative
Jim Keller, Crawford County Board Representative
Jonathon Goff, Crawford County Board Member
Kevin Dart, Crawford County Board Member
Bobbi Branson, Executive Secretary to the Board of Health

CALL TO ORDER

The meeting was called to order at 6:01 p.m. by Kayla Blank, Chairperson with Mr. Bartman, Mrs. Blank, Mrs. Goebel, Mr. Hasty, Mr. Rumler, Dr. Schaefer, and Dr. Walsh present at time of roll call.

ADDITIONS, DELETIONS, CORRECTIONS TO THE AGENDA

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

APPROVAL OF SEPTEMBER 15, 2020 MEETING MINUTES

A motion was made by Mr. Rumler and seconded by Mrs. Goebel to approve the September 15, 2020 minutes as written. Upon roll call, motion carried unanimously.

APPROVAL OF SEPTEMBER FINANCIAL REPORT

Mrs. Tracy welcomed Mr. Hasty as an official Board of Health member and thanked the visiting County Board representatives for attending.

Mrs. Tracy reviewed the Financial and Expenditure Reports for the month of September, 2020.

A motion was made by Dr. Schaefer and seconded by Mr. Bartman to approve the September, 2020 financial reports as presented. Upon roll call, motion carried unanimously.

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

AGENCY OBJECTIVES UPDATE

Mrs. Tracy asked Board members to review the third quarter FY'20 objectives at their convenience and contact her for questions.

FACILITY ADDITION

Mrs. Tracy informed the Board that the Contact Tracing grant will not cover the capital improvement costs of a permanent structure. She stated she would prefer to table this discussion to allow the new administrator to address this decision.

LOBBY/RECEPTION AREA REMODEL

Mr. Wright presented the floor plan and reviewed the projected remodel of the lobby and reception area. He explained the work would be done in phasing with temporary walls in place to allow the department to remain open.

Mr. Wright stated ADG would hold a pre-bid at the site for contractors to see the area in person, hold a bid opening on Thursday, November 12, 2020 with time and location to be determined, and present the bid at the next meeting.

He explained if bids come in at a good price and the Board is pleased, they can accept the lowest bidder. He noted if prices are higher than expected and the Board does not wish to accept, ADG can rebid the project. He stated ADG Design can renegotiate with the lowest bidder if their bid is too high.

Mrs. Tracy explained the Contact Tracing grant will pay a maximum of \$130,000 toward the project. She noted any amount over that would need to come from department funds.

A motion was made by Mr. Rumler and seconded by Mrs. Goebel to proceed with the bidding process for the lobby and reception remodel. Upon roll call, motion carried unanimously.

Mr. Bartman inquired if the Health Department owns the building. Mrs. Tracy explained the Health Department paid for the building. Mr. Bartman questioned if the Board of Health had the authority to complete the project without approval of the County Board. Mr. Shaner stated he could check on the title, but was confident the Health Department owns the building and has the power to do this. He stated he did not believe the Health Department needed anyone else's approval.

Mr. Bartman stated the County is \$400,000 in the red and is going to have to do some micromanaging.

CARPORT

Mrs. Tracy explained a shelter is necessary to protect staff and clients from the elements when providing COVID testing and immunizations outside.

Mr. Paulin stated he obtained three or four bids for drive through carports. He stated the one the department would like to purchase is 24 x 26 feet and would be bolted to the ground. He noted it could be relocated and repurposed on the property in the future if necessary.

Mrs. Goebel confirmed the carport will be purchased through the Contact Tracing grant. Mrs. Tracy stated the grant will cover this expense and with contact tracers working remotely, the department will not proceed with the purchase of the mobile unit as budgeted in the grant.

Mrs. Goebel stated she felt this was an excellent idea for flu and immunization clinics and was a budget friendly option to meet many long-term needs.

APPOINTMENT OF NOMINATING COMMITTEE

Mrs. Blank announced she will be stepping down as Chairperson in December. She appointed Mrs. Goebel, Mr. Rumler and Dr. Schaefer to serve on the Nominating Committee with Mr. Rumler to Chair and present next month.

NURSING REPORT

Mrs. Thompson reviewed the Nursing Report for September, noting increases in jail visits, STDs, COVID cases, and DCFS cases.

Mrs. Thompson stated due to COVID there has been an extension allowed for the vision and hearing tests the department normally completed from August through October for the county schools. She reported the department is scheduled to begin completing these the end of October.

Mrs. Thompson stated the department continues to work closely with the local schools. She noted having the Nurse Practitioner in the schools is working out very well. She stated the department is trying to get students caught up on school required vaccinations as well as provide flu immunizations. Mrs. Thompson stated the department has made arrangements with each school to provide immunizations so that students will not be excluded due to not having required immunizations.

Mrs. Thompson reported the department has been conducting flu clinics in a drive-through format and going offsite to provide flu vaccinations to long term care facilities and businesses. She stated the department is in the process of planning for mass vaccination clinics for Coronavirus vaccine. She stated the carport will help tremendously.

She discussed the county metrics and stated the department continues to promote masking, handwashing and social distancing in an effort to slow the spread of COVID-19 and avoid mitigation.

Mrs. Thompson stated during a meeting with the Robinson Schools Superintendent and some of the board members, they voiced concern over youth not following masking and other guidelines while playing at Randy's Court. She stated Mrs. Tracy suggested contacting Myers Leonard to record a message to the youth as he is role model they respect. Mrs. Thompson stated the basketball coaches helped put the video together.

Mrs. Goebel stated there have been case studies where the school districts who started in person and are following guidelines are doing better with lower COVID numbers than the ones who are remote.

ENVIRONMENTAL HEALTH REPORT

Mr. Paulin reviewed the Environmental Health report for the month of September.

ADVISEMENTS

APPOINTMENT/REAPPOINTMENTS

Mrs. Tracy announced Dr. Schaefer and Dr. Rotman each agreed to serve another term and the County Board will vote on their reappointments next month as well as Mr. Hasty's reappointment.

PERSONNEL

Mrs. Tracy reported three registered nurses have been hired to work PRN as Contact Tracers.

EXECUTIVE SESSION

A motion was made by Mr. Rumler and seconded by Dr. Schaefer to enter into Executive Session.

Closed session began at 6:55 p.m.

A motion was made by Dr. Rotman and seconded by Dr. Schaefer to close Executive Session.

Open session resumed at 7:05 p.m.

BOARD MEMBER COMMENTS

Mr. Rumler discussed a possible personal scheduling conflict for the third Tuesday of the month. It was decided to poll Board members by email to see if a different evening of the week would work for all. Mrs. Goebel expressed she felt evening meetings resulted in better attendance for a quorum.

Mr. Bartman stated he wants everybody to keep their personal responsibilities in trying to beat COVID.

No other comments

PUBLIC COMMENTS

Mr. Goupil stated he had looked it up and per GIS mapping, Crawford County Health Department has primary ownership of the Health Department building with no one listed as secondary owner.

Mr. Bohman inquired if the Contact Tracers were full-time. Mrs. Tracy explained there is one full time, one part-time, and three PRN Contact Tracers all paid through the Contact Tracing grant. She noted all department staff are training in Contact Tracing as well. She noted the PRN Contact Tracing nurses will also be able to help with mass vaccination clinics in the future. Mr. Bohman mentioned the outbreak at the prison is affecting the count for the county.

Dr. Rotman mentioned treatment for COVID is going very well with the protocol the hospital has in place and most people are getting better.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:17 p.m.

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