



Jo Daviess County Health Department • 9483 US Rt. 20 West • P. O. Box 318 • Galena, Illinois 61036

**Jo Daviess County Health Department Board of Health Meeting
Jo Daviess County Health Department Conference Room
Wednesday, April 3, 2024 @ 7:00 pm**

1. **Call to Order** – Board President Merri Berlage called the meeting to order at 7:00 pm.
2. **Roll Call** – Voice roll call was taken – members present: Don Hill, Violet Naese, Merri Berlage, Lisa Haas, Peg Dittmar, John Creighton and Dr. Barb Kepner (via Zoom). Staff present: Sandra Schleicher. Members absent: Tracy Bauer and Tara Redfearn.
3. **Approval of Minutes**
 - a. A motion was made by John Creighton to approve the minutes from the February 7, 2024, Board of Health Meeting. Second by Don Hill. All were in favor. Motion passed.
4. **Citizens' Comments** – Resident Mike Dittmar stated concerns he had with vendor license costs being too high when joining the on-line farmers market. He wanted an explanation as to why two or three fees needed to be paid by one producer.
5. **Financial Reports** – Public Health Fund 003 and Animal Control Fund 020 – Budget comparisons through February 29, 2024, were presented for review. Sandra Schleicher stated that we are at 25% of the fiscal year. Public Health received a \$5000 grant for the Sharps container; the receptacles are now installed in 3 locations in the county and the program is active. Animal Control now has all old data entered into the new software and is on track with income.
6. **Unfinished Business**
 - a. Discussion and possible action regarding SIPA grant expenses -- Grant was awarded to all county public health offices in Illinois for workforce development for the period of July 2023 to November 2027. John Creighton stated that the funds cannot be used for bonuses per the County Board because bonuses would cause repercussions such as cutting the Public Health levy. Peg Dittmar made the comment that the County Board approved this grant when they approved the Public Health budget. A copy of the grant specifications will be presented at the next BOH meeting. The issue was tabled again for discussion at the June BOH meeting.
 - b. Discussion regarding food program licenses and fees – Merri Berlage presented a spreadsheet comparing JDC fees to Stephenson/Carroll County, Winnebago County, the State of Iowa and the State of Wisconsin. She had conversations with the County Board and they want the BOH to find a way to reduce some fees. Sandra provided information from other counties as well and included a copy of the actual Inspection Report used by Environment Health. Duplicate fees only apply to commercial

kitchen vendors when they choose to sell from more than one location. Merri proposed having a separate meeting to discuss and come up with a proposal to send to the Social & Environmental Committee for approval and then to the County Board for approval. This meeting is scheduled for April 29, 2024, at 5 p.m. at the Public Health Conference Room. All BOH members are encouraged to attend along with those licensed vendors affected.

7. New Business – None.

8. Closed Session – Started at 8:05 pm; Ended at 8:32 pm

Read by Merri Berlage--Personnel section 2(c)1

"The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."

9. Possible Action as a Result of Closed Session -- None.

10. Administrator's Comments – None.

11. President's Comments – None.

12. Board Member Comments – None.

13. Citizens' Comments – None.

14. Next Scheduled Meeting Date: April 29, 2024 at 5:00 pm

15. Adjourn – Don Hill made a motion to adjourn the meeting; second by Violet Naese. All were in favor. The meeting adjourned at 8:35 pm.