

KNOX COUNTY BOARD OF HEALTH MINUTES OF MONTHLY MEETING

May 14, 2020

Knox County Health Department 1361
W. Fremont St.
Galesburg, IL 61401

The Knox County Board of Health meeting was held via Teleconference on May 14, 2020. President Dan Harris called the meeting to order at 6:30 PM. Present were Dan Harris, Doug Gibb, DuRae Fletcher, Sr, Carol Scotton, Bruce Bobofchak, DDS, Robert Bondi, Clifford Martin, MD, Elvith Santoyo- McNaught and Kevin Satsky, MD. Also present were Michele Gabriel, Public Health Administrator; Jerome Townsell, Director of Finance and Facilities Management; Wil Hayes, Assistant Public Health Administrator; and Tina Jockisch, Administrative Clerk.

ADDITIONS TO AGENDA

The only item added to Agenda was a request for a brief Executive Session.

PUBLIC COMMENT

No public present.

PRESIDENT'S BUSINESS

The only item under President Business is Board of Health Terms Expiring. Dan stated this was for information purposes at this time and Michele was contacting the Board members with terms expiring. Carol Scotton stated she was not returning, Elvith Santoyo-McNaught and DuRae Fletcher, Sr. stated they would be returning for another term.

BUSINESS MEETING

Approval of Minutes

A motion to approve the minutes of the April 9, 2020 meeting as circulated was made by Doug Gibbs and seconded by Robert Bondi. The motion was adopted unanimously.

Treasurer's Report

In the first item under the Treasurer's Report, Jerome Townsell reported on revised expenses for the month of May 2020 totaling \$119,765.60. He went on to note that additional expenses since the mailing of the agenda included: Software Fee \$1,467.16, Vaccine \$1,440.60, Employee Ads \$1,210.31, Building Maintenance \$1,073.00, LIHEAP Utilities \$940.00, Appointment Reminders \$329.00, Client Services \$672.28, Tanks Rentals \$450.00, and Supplies \$129.74 totaling \$7,712.09. A motion was made by Cliff Martin to approve payment of the May bills; the motion was seconded by Bruce Bobofchak. The motion was adopted unanimously.

In the last item under the Business Meeting, Jerome Townsell, presented the Financial Statements for the period ending April 30, 2020, there were no questions at that time.

PUBLIC HEALTH ADMINISTRATOR'S REPORT

In the first item on the agenda under the Administrator's Report, Michele Gabriel updated to the Board on COVID-19 Activities, stating the Health Department is open 8:00am-4:00pm, the Health Center is serving as a mass test site for anyone that meets the criteria. There are 83 positive cases in Knox County, 14 of them are at Hill Correctional Center. The Health Department has provided 82 tests and Health Center have provided 352 tests since April 27th. Across the County 1,137 test have been provided. As of last Monday, of the 81 cases, 41 recovered, 38 at home recovering and 2 are in the hospital. As of today, Illinois has 87,937 cases in 99 counties and 3,928 deaths.

In the next item on the agenda under the Administrator's Report, Michele Gabriel informed the Board on COVID-19 Funding, stating the IDPH awarded \$50,218 for general Health Department. Health Center received grants for \$54,450, \$592,520, and \$163,669 intended use for preparation, prevention and responding to the pandemic in this community. The Health Department received a stimulus check for \$103,253 and Health Center received \$4,040.06 in total we received \$968,150.

In the final item on the agenda under the Administrator's Report, Michele Gabriel provided the Board with a staffing update noting we have openings for a WIC Clerk, LIHEAP Specialist, WIC Nurse and Environmental Health Specialist. The Health Center has openings for a Chief Operations Officer, RN Coordinator, Dental Hygienists, Dental Assistant and Patient Service Representative.

DIVISION DIRECTOR REPORTS

In the first item on the agenda under Division Director Reports, Wil Hayes, Assistant Public Health Administrator; updated the Board on Food Safety Program Activities, stating Sarah Willett and her staff are putting together a proposal to do some outreach education with restaurants.

In the final item on the agenda under Division Director Reports, Wil Hayes, Assistant Public Health Administrator; updated the Board on West Nile Virus Surveillance Program, Environmental Health will be looking for new or different places to trap, depending on weather we will be starting in the next couple weeks.

POPULATION HEALTH MANAGEMENT REPORTS

The only item on the Agenda under Population Health Management Reports, Michele Gabriel reported to Board, the IPLAN Extension Request is due July 27, 2021. Michele stated she will be filing for an extension and her intent is to work with OSF to see when they are next scheduled to begin their community health improvement process to see if we can align up and work with them again.

PERFORMANCE MANAGEMENT REPORTS

There were no items on the agenda under Performance Management Reports.

WORK SESSION

There were no items on the agenda under Work Session.

OLD BUSINESS

There were no items on the agenda under Old Business.

NEW BUSINESS

There were no items on the agenda New Business.

UPCOMING BUSINESS

President Dan Harris reviewed Upcoming Business; including, the Knox County Board Finance Committee meeting on May 20, 2020 beginning at 6:30 p.m. via teleconference, the Knox County Board meeting on May 27, 2020 at 6:00 p.m. via teleconference, and the next Board of Health Meeting on June 11, 2020 beginning at 6:30 p.m. via teleconference.

COUNTY BOARD LIAISON

Robert Bondi, Knox County Board Liaison, he stated Windmill zoning project is coming up this month in the County Board meeting. He stated Knox County is one of the last counties in the area to have windmills, it appears they will be coming to Knox County soon.

BOARD MEMBER COMMENTS

Dan Harris thanked Michele for her leadership and thanked staff for all the hard work they are putting in during the crisis. No comment by other Board members.

EXECUTIVE SESSION

A motion was made by Dan Harris to go into Executive Session at 7:45 p.m. and seconded by Kevin Satisfsky. Roll Call to go into Executive Session was unanimous: Dan Harris-yes, Kevin Satisfsky, MD-yes, Bruce Bobofchak -yes, Carol Scotton-yes, DuRae Fletcher, Sr.-yes, Clifford Martin, MD-yes and Elvith Santoyo- McNaught-yes.

A motion was made by Bruce Bobofchak to return to Open Session at 8:05 p.m. and seconded by Carol Scotton. Roll Call to return to Open Session was unanimous: Dan Harris-yes, Kevin Satisfsky, MD-yes, Bruce Bobofchak, DDS-yes, Carol Scotton-yes, DuRae Fletcher, Sr.-yes, Clifford Martin, MD-yes, and Elvith Santoyo- McNaught-yes.

ADJOURNMENT

Upon returning to Open Session a motion was made by Carol Scotton to adjourn the May 14, 2020 Board of Health meeting; the motion was seconded by Cliff Martin. The motion was adopted unanimously. The meeting adjourned at 8:07 p.m.