

**KNOX COUNTY BOARD OF HEALTH MINUTES
OF MONTHLY MEETING
August 12, 2021, via Teleconference
Knox County Health Department
1361 W. Fremont St.
Galesburg, IL 61401**

The Knox County Board of Health meeting was held via Teleconference on August 12, 2021. President Dan Harris called the meeting to order at 6:32 PM. Present were Dan Harris, Kevin Satsky, MD, Doug Gibb, Stephanie Grimes, Susan Vinson, DuRae Fletcher, Sr, Robert Bondi, Bruce Bobofchak DDS. Also, present were Michele Gabriel, Public Health Administrator; Wil Hayes, Assistant Public Health Administrator; Jerome Townsell, Director of Finance and Facilities Management; Brianne Nichols, Peace Corp Fellow and Tina Jockisch, Administrative Clerk. Absent Lorraine Garland, MD.

ADDITIONS TO AGENDA

The first two additions to the agenda are Budget Adjustment for KCHC and KCHD under Business Meeting 1A. The final addition to the agenda is the Business Plan Report under Business Meeting.

PUBLIC COMMENT

No Public comments.

PRESIDENT'S BUSINESS

There were no items on the agenda under President's Business. But President Harris noted the Board of Health will be getting together with the Governance Board to work on Administrator's Evaluation, the Administrator's Contract is not up for review this year. President Harris invited anyone that is interested in participating in the Administrator's Evaluation to send an email to Tina or himself.

President Harris discussed with the Board about in person meetings, he felt at this time it would be best if the meetings stay via teleconference. The other Board members agreed with President Harris to keep the meetings via teleconference.

BUSINESS MEETING

Approval of Minutes

A motion to approve the minutes of the July 8,2021 meeting as circulated was made by Doug Gibb and seconded by Kevin Satsky. Roll Call vote was unanimous: Kevin Satsky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; and Dan Harris-yes. Absent Lorraine Garland, Robert Bondi, and Bruce Bobofchak.

The first addition to the agenda under Business Meeting, Jerome Townsell presented to the Board of Health the FQHC Budget/Line-Item Adjustment, stating there was a Transfer Within Budget for expense increase of \$10,000 for FQHC Marketing & Promotion, \$1,500 for FQHC Liability Insurance, \$8,500 for FQHC Training Expense and offset (\$20,000) for Contingencies. A motion was made by DuRae Fletcher, Sr. to approve FQHC Budget/Line-Item Adjustment and was seconded by Stephanie Grimes. Roll Call vote was unanimous: Kevin Satsky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; and Dan Harris-yes. Absent Lorraine Garland, Robert Bondi, and Bruce Bobofchak.

The next addition to the agenda under Business Meeting, Jerome Townsell presented to Board of Health the Health Department Budget/Line-Item Adjustment, stating the Health Department will have a Budget increase. Increasing LIHEAP Federal Grant Revenue by \$250,000, for expense increase of \$10,000 for Contractual Labor, \$10,000 for Supplies and \$230,000 for Grant Services. A motion was made by Dan Harris to approve Health Department Budget/Line-Item Adjustment and was seconded by Stephanie Grimes. Roll Call vote was unanimous: Kevin Satsisky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; and Dan Harris-yes. Absent Lorraine Garland, Robert Bondi, and Bruce Bobofchak.

Treasurer's Report

The first item under the Business Meeting, Jerome Townsell, reported on revised expenses for the month of August 2021 totaling \$85,395.09. He went on to note that additional expenses since the mailing of the agenda included: Equipment \$7,174.97, Ads \$3,621.66, Vaccine \$2,096.57, Supplies \$745.54, Translation Services \$552.90, Tank Rentals \$482.40, Building Maintenance \$438.00, Client Services \$374.08, Repeater Services \$252.00, Coat Rental \$188.94, IT Services \$165.00, and Mileage \$127.63 totaling \$16,219.69. A motion was made by Kevin Satsisky to approve payment of the August 2021 bills as presented; was seconded by Stephanie Grimes. Roll Call vote was unanimous: Kevin Satsisky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; and Dan Harris-yes. Absent Lorraine Garland, Robert Bondi, and Bruce Bobofchak.

The next item under the Business Meeting, Jerome Townsell, presented the Financial Statements for the period ending July 31,2021 stating the Health Department has received about 60% of the Property Tax Revenue for this year and received most of the LIHEAP reimbursement money, Health Department is \$466,149.84 Net Revenue Over Expenditures for the month and \$250,079.97 Net Revenue Over Expenditures for the year. Jerome closed stating the LIHEAP program starts again September 1,2021 and will be pulling funds from \$250,079.97 revenue.

The next item under the Business Meeting, Jerome Townsell, reported on FY20 Financial Audit, stating the Health Department did not have any findings this year, and that Knox County overall only had one finding this year. Jerome continued stating good job by the staff, they worked hard and very proud of them.

The next item under the Business Meeting, Jerome Townsell, discussed the FY22 Budget, stating the budget at this time is a little over \$8,200,000, the Health Center is having funds transferred from reserve in the amount of \$257,000. Jerome stated next month he will present the FY22 Budget to the Board to be approved, he noted Michele and himself will be meeting over the next month on staffing and will be checking with State to see if there will be any funding coming for additional contact tracing, where they are going with COVID funding.

The final item was an addition to agenda under the Business Meeting, Michele Gabriel presented the Business Plan Report, stating the Health Center's Quarterly Business Plan consists of FY2021 Quarterly Accrued Data Report: Patients & Visits, FY2021 Accrued Data Report: Cost per Patient & Visit, FY2021 Quarterly Accrued Data Report: Revenue Source, FY2021 Quarterly Accrued Data Report: Revenue Per Users and Encounters, Knox County Health Department Statement of Revenues and Expenditures, Medical Clinic Statement of Revenues and Expenditures, Behavioral Health Statement of Revenues and Expenditures, Dental Clinic Statement of Revenues and Expenditures, and Knox Community Health Center FY 2021 340B Program.

PUBLIC HEALTH ADMINISTRATOR'S REPORT

The first item was an addition to the agenda under the Administrator's Report, Michele Gabriel presented to Board the Staffing Update Report, Michele stated she asked Human Resources to keep this report up to date for the Directors and the Board and will be presented to the Board quarterly.

The next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on IDPH Funding for COVID 19, stating the Health Department has not been made aware of what will happen to contact tracing and vaccination efforts, the grant expires in November for vaccines and December for contact tracing. Michele stated the IDPH has received money for COVID, but unsure if any will be passed through local Health Departments and how. Michele stated the Health Department is in communication with the County specifically and Galesburg's Mayor asked for an update in activities. Michele stated the Health Department has been directed to discuss with the County what program needs we have moving forward for COVID 19, the County did receive American Recovery Act Funds and the purpose of a big amount of funds is for current COVID activities in supporting Public Health in the community, Jerome will be attending the next County Board meeting to present them with some budgets. Michele closed stating at a minimum to support the contact tracing program and testing program for at least another year since we do not know what is going to happen over the next few months, as well as any other things necessary for the Health Department to continue moving forward with this effort.

The next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on IDPH COVID 19 Guidance, stating IDPH has put out a lot of guidance over the last few weeks and executive orders impacting Public Health for a while, CDC came out with a recommendation both vaccinated and unvaccinated again begin masking completely in public places particularly in places you cannot distances from one another. Michele stated IDPH did go along with that and IDPH put out their own guidance that they agree with the CDC guidance, there is no enforcement mechanism for that it is slowly trickling across the County, you will see some entities moving masking back into place. Michele stated the Governor released an executive order which had a few components in it, primarily the school mandates, there were recommendations from the CDC and IDPH that the schools adopt uniform masking for vaccinated and unvaccinated again due to the Delta Variant and because there is no vaccine for anyone under the age of twelve, the Governor did issue a mandate that all schools will mask in full for the upcoming school year until the schools hear differently, the Health Department has been working with the schools, attending Superintendents meetings with Principals, the State and Federally are paying for screen testing and rapid testing in schools, Michele is encouraging Superintendents to take advantage of The Shield Program and consider implementing in their schools. Michele stated also included in the executive order was complete masking in long-term care facilities, they have concerns due to percentage of long-term care staff that took the vaccine. Michele continued stating the Health Department again contacted the long-term care facilities and provided information to give to their employees about vaccine and offered to come out again to their facilities if they need assistance in getting any more staff or residents vaccinated, two long-term facilities in the County have over 50% of staff vaccinated. Michele closed stating additionally the last item in executive order was mandate on some state employees particularly those on congruent care to get vaccinated and full masking in congruent care settings.

The next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on COVID-19 Activities, stating cases are starting to increase every day, testing numbers and vaccines are increasing. Michele stated that 46.49% residents are fully vaccinated, 23.71% of 12 to 17 year olds are fully vaccinated in Knox County, the Health Department continues to operate clinics on Tuesdays and Thursdays at the Unified Command Vaccine building, we offer Pfizer & Janssen on Tuesdays and Moderna & Janssen on Thursdays, they are by appointment or walk-ins. Michele closed saying the Health Department is trying to hit the areas identified via census track data that are less vaccinated or in disparate populations.

The final item on the agenda under the Administrator's Report, Michele Gabriel discussed with Board the Bergner's Building, Michele stated next month the Board would need to decide whether to renew the Bergner's lease, stating the Bergner's lease was paid through vaccine grants and is paid through the end of October with the option to renew month to month after that, it cost approximately \$4,700 per month for lease, power, and water. Michele stated this is a very large facility, the Health Department can hold a clinic from very small to very large there, if the Board decided to move the vaccination back to the Health Department, we would not be able to do STD testing, immunizations, it would take over our regular operations, the 20 to 30 we could do at the Bergner's facility would have to be spread out here at the Health Department over a longer period. Michele closed stating with not knowing what the future holds, if we give up the Bergner's building and we must start giving big booster clinics, we will have to look for another building to do them in, and that the Department would have to keep the building at least through the end of November in order to give the appropriate notice after a Board of Health Vote at the regular meeting in September.

Michele asked the Board if they know anyone that has a van that the Health Department can use to transport tents and equipment to pop up vaccine clinics in the County. President Harris said his organization might have a van they could make available to the Health Department.

DIVISION DIRECTOR REPORTS

The first item on the agenda under Division Director Report, Wil Hayes updated the Board on LIHEAP and Illinois Water Emergency Assistance Programs, stating the Illinois Water Emergency Assistance Program is a two-year grant and will run 12 months out of the year, out of the \$220,558 grant, the Health Department is receiving, they will keep \$38,000 and \$182,558 is directly going to client services, this grant will help between 150 to 500 clients with service connections over the next two years. Wil stated Monday August 16, 2021, is the first day the public can make an appointment to sign up for LIHEAP, so the Health Department is having a mini health fair, which includes Health Center doing intake for new patients, WIC, Family Case Management and IBCCP giving out information for their programs, Patrese our Human Resource Director will have information on our job openings, and COVID testing.

The next item on the agenda under Division Director Report, Wil Hayes updated the Board on PrEP Grant, stating Knox County will no longer be receiving this grant from the State of Illinois, in the past the Health Department received between \$6,000 and \$10,000 and struggled with spending the money appropriately for the program.

The final item on the agenda under Division Director Report, Wil Hayes updated the Board on Flu Grant Outreach, stating the State of Illinois sent \$25,000 to the Health Department for Flu Outreach and Education, it is part of our local health protection grant, so overall it will go up \$25,000 this year. Wil stated this grant must be used for Flu Outreach and Education, the Health Department will be doing this through billboards and radio ads. Wil closed stating if the flu vaccine arrives on time the Health Department will be scheduling a drive through Flu Clinic tentatively for September 25, 2021 at HPW Funeral Home.

POPULATION HEALTH MANAGEMENT REPORTS

The only item on the agenda under Population Health Management Reports, Brianne Nichols presented to Board chapters nine and ten of IPLAN, Brianne started with chapter nine Maternal and Child Health, stating in 2018 there were 547 births and birth rate was 11.8 in Knox County, Illinois birth rate was 11.4 and U.S. was 11.6. Birth by race are 76.8% White residents, 14.6% Black residents, 7.3% Hispanic residents, and 1.3% other, non-Hispanic. Births by Age of Mother, 29.6% Mothers 25-29, 26.1% Mothers 20-24 and 23.9% Mothers 30-34. Teen Birth Rates decreased significantly since 2000's, teen birth rate in 2010 was 15.4% and 2018 was 6.6%. In Knox County 7.7% of births in 2018 were of low birth weight, Illinois in 2018 reported 8.6% of births as low birth weight. In 2016, 127 out of 574 births reported using tobacco during pregnancy, age adjusted rate in Knox County 268.9 and age adjusted rate in Illinois 129.4.

Brianne continued with chapter ten Mortality Summary, stating in 2019 Knox County had 701 deaths and a death rate of 14.1 per 1000, Illinois had a death rate of 8.6 per 1000. In 2019 Knox County had Crude Rate 1,410.5 and Age-Adjusted Rate 873.3, Illinois had Crude Rate 860.9 and Age-Adjusted Rate 704.4, U.S.A. had Crude Rate 860.9 and Age-Adjusted Rate 715.2. Death Rates by Age, deaths for ages birth to 44 were not reported in Knox County due to low occurrence. Knox County 45-54 years 440.7, 55-64 years 972.1, 65-74 years 2,610.7, 75-84 years 5,730.6, and 85 years and older 15,734. In U.S. 45-54 years 392.4, 55-64 years 883.3, 65-74 years 1,764.6, 75-84 years 4,308.3, and 85 years and older 13,228.6. Death by Cause 1. Diseases of the Heart, 2. Cancer, 3. Chronic lower respiratory disease, 4. Alzheimer disease, 5. Cerebrovascular disease, 6. Accidents, 7. Diabetes, and 8. kidney disease. Cancer Incidence 2013-2017, Lung and Bronchus 270 cases, Female Breast 249 cases, Colon and Rectum 177 cases, and Prostate 159 cases. Deaths by Cancer 2013-2017, Lung and Bronchus 212 deaths, Female Breast 29 deaths, Colon and Rectum 72 deaths, and Prostate 21 deaths. Premature Deaths that occur earlier than 65 years of age, 2019 - 16.2%, 2018 - 22.2%, 2017 - 18.4%, 2016 - 19.7%, 2015 - 22.6%. Years of Life Loss from Cause (2018, 2017) Accidents - 245 years, 175 years; Alzheimer's Disease - 20 years, 0 years; Cerebrovascular Disease - 30 years, 20 years; Chronic Lower Respiratory Disease - 90 years, 100 years; Diabetes - 70 years, 30 years; Disease of the Heart - 540 years, 180 years; Influenzas and Pneumonia - 30 years, 70 years; Malignant neoplasms - 300 years, 355 years; and Septicemia - 10 years, 55 years.

PERFORMANCE MANAGEMENT REPORTS

The only item on the agenda under Performance Management Reports, Wil Hayes, Assistant Public Health Administrator; reported to Board the COVID-19 Activities Data for July 2021, reporting Health Center performed 176 tests, 92 positives cases, 14 positives lost to follow up, 1 potential reinfections, 0 potential reinfection lost to follow up, 135 contacts, 15 contacts lost to follow up, average one contact per positive case, Call Center received 22 phone calls, Contact Tracing Made 653 calls, 7 press releases, and 92 social media activities.

WORK SESSION

There were no items on agenda under Work Session.

OLD BUSINESS

There were no items on agenda under Old Business.

NEW BUSINESS

The first item on the agenda under New Business, Michele Gabriel presented to Board the CHC Outreach Specialist Job Description, stating this is a new job in the Health Center and will fully be funded through American Recovery Act Grant to do outreach and get patients back in the Health Center. A motion was made by Robert Bondi to approve the CHC Outreach Specialist Job Description as presented; the motion was seconded by Doug Gibb. Roll Call vote was unanimous: Kevin Satsisky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Bruce Bobofchak-yes; and Dan Harris-yes. Absent Lorraine Garland.

The final item on the agenda under New Business, Michele Gabriel presented to Board the KCHD Personnel Policies; Nepotism Policy Update, stating the Health Department prohibits close relatives, partners, those of dating relationships or members of the same household from working in the same department of office of existing employees. A motion was made by Robert Bondi to approve the KCHD Personnel Policies; Nepotism Policy Update as presented; the motion was seconded by Stephanie Grimes. Roll Call vote was unanimous: Kevin Satsisky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Bruce Bobofchak-yes; and Dan Harris-yes. Absent Lorraine Garland.

UPCOMING BUSINESS

President Dan Harris reviewed Upcoming Business, including the Knox County Board Finance Committee meeting on August 19,2021 beginning at 6:30 p.m. via teleconference, the Knox County Board meeting on August 25,2021 at 6:00 p.m. at Galesburg City Hall and via teleconference, and the next Board of Health Meeting on September 9,2021 beginning at 6:30 p.m. via teleconference.

COUNTY BOARD LIAISON

Robert Bondi, Knox County Board Liaison to Board of Health, Robert stated the County will continue to meet in person and via teleconference, the County received \$9,600,000 from American Recovery Act Funds for the County, a portion of this grant is for Public Health for COVID activities, Jerome and Michele are working with the County.

BOARD MEMBER COMMENTS

Kevin Satsisky and the rest of the Board appreciates all the work the Health Department is doing, President Harris expressed his gratitude to Michele and her team for continuing to do exemplary work in these very challenging times.

EXECUTIVE SESSION

There were no items on agenda under Executive Session.

RETURN TO OPEN SESSION

There were no items on agenda under Return to Open Session.

ADJOURNMENT

A motion was made by Robert Bondi to adjourn the August 12,2021 Board of Health meeting at 8:00pm; the motion was seconded by DuRae Fletcher, Sr. Roll Call vote was unanimous: Kevin Satsisky-yes; Doug Gibb-yes; Stephanie Grimes-yes; Susan Vinson-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Bruce Bobofchak-yes; and Dan Harris-yes. Absent Lorraine Garland.