

Clinton County Board of Health
June 24, 2019
Clinton County Health Department
Carlyle, IL

Board members in Attendance:

Stephanie Pitt, MS, MPH, RD, CDE, MCHES, Chair
Deanna Ducomb, M.D.
Robert Hyten III, D.M.D.
Terry Linton
Chris Rivera
Michelle Scott, D.V.M.
Rafael Him, County Board

County Board members in Attendance:

Bob Netemeyer
Jim Rakers

Others: Cheryl Lee, Administrator; Marian Voss

Call to Order – Meeting was called to order by Stephanie Pitt at 5:30 p.m.

Hearing from the Public

Meeting Minutes – November, January and February meeting minutes were presented. Corrections were presented for January and February. A motion was made to approve November and February with corrections and table January by Rafael and seconded by Dr. Hyten and motion carried.

Financial Report

Stephanie presented financial report. Cash fund at \$946,320.07 for May report with a gain of \$42,039.72 for the first six months. Rafael motion made by and seconded by Chris and motion carried.

Administrative Report

Stephanie presented the administrative report. DHS grants have been submitted. Two IDPH grants have been submitted. Cheryl is working on the other two IDPH grants. Food program audit is currently being conducted. Laboratory services have expanded to five days a week and two mornings. Changes to the WIC system will be transitioned to our region in summer of 2020. Medicaid match dollars are going away. Illinois liquor inspections will not be done by local health departments. The treasurers office is now having GATA requirements and Cheryl created monthly reports to assist them. There is a bi-state full scale exercise being held in October 2019. Cheryl is working to transition the 708 board from the health department. Cheryl gave an overview of the 708 board. A motion was made by Rafael and seconded by Michelle and motion carried.

New Business

Board membership

A discussion was held on the process to recommend new board members. The County Board Chairman has the authority to bring names forward to the county board for appointment. It was decided to have potential members submit a resume to review to make recommendations. Two names were submitted as having an interest, but those names were not voted on and wanted resumes. The board recommended having Stephanie Pitt and Dr. Ducomb have their names brought forward. Dr. Rivera's term was up and he did not want to be reappointed. Discussion was held on the need to find a physician that would serve as the Medical Director. Dr. Rivera agreed to stay on as Medical Director until a replacement is found. Cheryl will put an ad in the paper and on facebook to recruit board of health members. A motion was made Michelle to recommend Stephanie and Dr. Ducomb and it was seconded by Rafael and motion carried. Rafael will bring forth names.

Hiring New Administrator

Cheryl provided a sample job description based on requirements to be a Public Health Administrator as well as what the key skill sets are and using other PHA job postings. Cheryl also expressed that she is willing to continue in her role until a replacement is appointed and then assist with training the new PHA. Cheryl will post the position in the paper, on the website, facebook, and association page. The Board will meet on July 29, 2019 to review the resumes of applicants for both the PHA position and for those interested in BoH membership. Stephanie made a motion to have Cheryl continue in her role and assist with training the new PHA and it was seconded by Rafael and motion carried.

Old Business

None

Motion made to adjourn the meeting by Michelle and seconded by Rafael and motion carried
Meeting was adjourned at 7:06 p.m.