



Peoria County Board of Health

2116 N Sheridan Rd. | Peoria, IL 61604

Public Health
Prevent. Promote. Protect.

Peoria City/County
Health Department

December 6, 2021
6:00pm | Board Room

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comments**
4. **President's Comments**
5. **Consent Agenda Items**
 - a. Approval of 11/15/2021 Minutes
 - b. Approval of 10/18/21 and 11/15/2021 Executive Session Minutes
 - c. Approval of Personnel Report (**Page 2**)
6. **Financial Services Report for Period #10/FY2021 and Summary (Action) (Pages 3-8)**
7. **Old Business**
 - a. COVID-19 Update (Information)
 - b. Facilities Update (Information)
8. **New Business**
9. **Miscellaneous**
10. **Executive Session**
 - a. Public Health Administrator Evaluation
11. **Adjournment**

**PEORIA CITY/COUNTY HEALTH DEPARTMENT
PERSONNEL REPORT**

Effective December 1, 2021

New Hires:

Michelle Barajas, Office Assistant, 11/8/21
Emily Zoid, Nutritionist, 11/15/21
Adaliz Smart, Office Assistant, 11/29/21
Riley Martin, EH Specialist I, 1/03/2022

Promotions/Personnel Changes:

Kyle Auer, transferred from P/T Temp to F/T Permanent Nutritionist

Current Posted Open Positions:

Clinical Dental Assistant, Dental (1.0 FTE)
EH Office Support Specialist, E.H., (1.0 FTE)
Maintenance Engineer, Financial Services (1.0 FTE)

Vacancies Currently on Hold:

Permanent Social Worker, shared position with Sheriff's Office (0.50 FTE)
Dental Hygienist, Dental Clinic (1.0 FTE)
Temp Office Assistant, Epidemiology (1.0 FTE)

Agency Separations:

Kayley McCann, Office Assistant, (1yr, 1mo)
Srivarun Tummarakota, Temp Contact Tracer, (2mos)
Raquel Eckwood, Office Assistant, (1yr, 8mos)
Regine Murry, Nutritionist, (5mos)
Dawn Wilson, Nutritionist, (1yr, 9mos)

Leave of Absence:

FY 2021 Authorized FTE:

75.8 permanent

Filled FTE's:

70.3 permanent filled

DATE: 12/01/2021
 TIME: 08:53:34

PEORIA COUNTY, IL
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTALL

SELECTION CRITERIA: orgn.fund='030'
 ACCOUNTING PERIOD: 10/21

SORTED BY: FUND,DEPARTMENT,1ST SUBTOTAL,ACCOUNT
 TOTALED ON: DEPARTMENT,1ST SUBTOTAL
 PAGE BREAKS ON: FUND

FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-31000 PROPERTY TAXES

ACCOUNT - - - - -	TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
31110	PROPERTY TAX	1,354,450.00	97,986.52	.00	1,312,973.55	41,476.45	96.94
TOTAL PROPERTY TAXES		1,354,450.00	97,986.52	.00	1,312,973.55	41,476.45	96.94
1ST SUBTOTAL-32000 LICENSES AND PERMIT FEES							
32130	FOOD LICENSES	450,000.00	1,990.00	.00	493,440.00	-43,440.00	109.65
32131	FOOD LICENCES RECHECK	20,000.00	400.00	.00	5,820.00	14,180.00	29.10
32132	TEMPORARY FOOD LICENSES	50,000.00	3,310.00	.00	57,866.00	-7,866.00	115.73
32133	FOOD LICENSE LATE FEE	10,000.00	400.00	.00	6,800.00	3,200.00	68.00
32134	FOOD SERVICE PLAN REVIEW	15,000.00	1,645.00	.00	16,455.00	-1,455.00	109.70
32224	SEPTIC SYSTEM PERMITS	20,000.00	2,100.00	.00	17,850.00	2,150.00	89.25
32225	WELL PERMITS	4,000.00	875.00	.00	4,735.00	-735.00	118.38
32227	SUBDIVISION REVIEW	500.00	.00	.00	300.00	200.00	60.00
32228	SEWAGE CONTRACTOR REG	3,000.00	50.00	.00	2,400.00	600.00	80.00
TOTAL LICENSES AND PERMIT FEE		572,500.00	10,770.00	.00	605,666.00	-33,166.00	105.79
1ST SUBTOTAL-33000 INTERGOVERNMENTAL REVENUE							
33120	FEDERAL GRANT	850,000.00	.00	.00	712,209.59	137,790.41	83.79
33380	STATE SERVICE GRANT	10,000.00	.00	.00	8,763.00	1,237.00	87.63
33401	MED MATCH	20,000.00	.00	.00	17,221.00	2,779.00	86.11
33406	WIC GRANTS	797,565.00	59,235.44	.00	530,333.86	267,231.14	66.49
33407	COMM DISEASES GRANTS	1,978,015.00	13,576.93	.00	1,710,033.27	267,981.73	86.45
33408	LOCAL HEALTH PROT GRANTS	324,810.00	.00	.00	168,045.72	156,764.28	51.74
33411	ORAL HEALTH GRANTS	25,000.00	.00	.00	56.00	24,944.00	.22
33412	PREPAREDNESS GRANTS	198,250.00	12,510.29	.00	97,289.44	100,960.56	49.07
33413	HEALTH EDUCATION GRANTS	200,000.00	.00	.00	128,689.42	71,310.58	64.34
33414	ENVIRONMENTAL HLTH GRANT	15,000.00	.00	.00	712.50	14,287.50	4.75
33415	LEAD PREVENTION GRANTS	200,000.00	.00	.00	40,197.28	159,802.72	20.10
33520	PERSNL PROPERTY REPLC TA	472,790.00	254,745.93	.00	931,013.19	-458,223.19	196.92
TOTAL INTERGOVERNMENTAL REVEN		5,091,430.00	340,068.59	.00	4,344,564.27	746,865.73	85.33
1ST SUBTOTAL-34000 CHARGES FOR SERVICES							
34111	FEES AND CHARGES	107,600.00	11,286.00	.00	53,110.00	54,490.00	49.36
34195	RENT-BUILDING	10,000.00	.00	.00	11,750.00	-1,750.00	117.50
34231	BIRTH CERTIFICATE FEES	95,000.00	7,059.00	.00	81,848.00	13,152.00	86.16
34232	DEATH CERTIFICATE FEES	30,000.00	2,371.00	.00	25,678.00	4,322.00	85.59
34233	FUNERAL HOME CERT FEES	140,000.00	19,487.00	.00	149,950.00	-9,950.00	107.11
34239	CERTIFICATE OVERPAYMENTS	.00	.00	.00	12.00	-12.00	.00
34621	PATIENT INC-PUBLIC AID	465,000.00	51,324.50	.00	360,805.70	104,194.30	77.59
34631	PATIENT INC-PRIVATE PAY	62,500.00	2,401.00	.00	21,136.17	41,363.83	33.82
34821	RETURNED CHECK FEE	.00	.00	.00	75.00	-75.00	.00
TOTAL CHARGES FOR SERVICES		910,100.00	93,928.50	.00	704,364.87	205,735.13	77.39
1ST SUBTOTAL-35900 INTEREST INCOME							
35960	INTEREST	13,500.00	.00	.00	5,189.10	8,310.90	38.44
35970	INTEREST-INVESTMENTS	8,500.00	.00	.00	1,277.47	7,222.53	15.03

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PEORIA COUNTY, IL
 REVENUE STATUS REPORT

PAGE NUMBER: 2
 REVSTAl1

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FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-35900 INTEREST INCOME

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
TOTAL INTEREST INCOME	22,000.00	.00	.00	6,466.57	15,533.43	29.39
1ST SUBTOTAL-36000 MISCELLANEOUS REVENUES						
36050 GRANT PROCEEDS-OTHER	476,010.00	.00	.00	262,873.55	213,136.45	55.22
36200 LEAD MITIGATION WRK-MATC	75,000.00	4,476.75	.00	204,755.53	-129,755.53	273.01
36300 MISCELLANEOUS (UNANTICIP	1,000.00	114.00	.00	979.00	21.00	97.90
36850 DONATIONS/CHARITABL CNTR	.00	3,246.00	.00	34,336.20	-34,336.20	.00
TOTAL MISCELLANEOUS REVENUES	552,010.00	7,836.75	.00	502,944.28	49,065.72	91.11
1ST SUBTOTAL-41999 FUND TRANSFERS IN						
42041 TRANSFER FROM SOLID WAST	250,000.00	.00	.00	.00	250,000.00	.00
TOTAL FUND TRANSFERS IN	250,000.00	.00	.00	.00	250,000.00	.00
TOTAL PEORIA CITY/COUNTY HEAL	8,752,490.00	550,590.36	.00	7,476,979.54	1,275,510.46	85.43
TOTAL REPORT	8,752,490.00	550,590.36	.00	7,476,979.54	1,275,510.46	85.43

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PEORIA COUNTY, IL
 EXPENDITURE STATUS REPORT

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FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-51000 PERSONNEL EXPENSES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
51031	FULL-TIME EMPLOYEES	3,477,015.00	260,341.56	483,240.44	2,636,861.50	356,913.06	89.74
51040	PART-TIME EMPLOYEES	52,455.00	3,953.32	11,081.96	41,345.81	27.23	99.95
51050	TEMPORARY EMPLOYEES	578,830.00	42,856.41	.00	476,823.53	102,006.47	82.38
51060	OVERTIME PREMIUM	120,250.00	2,291.86	.00	107,016.81	13,233.19	89.00
51080	LONGEVITY BONUS	19,525.00	1,000.00	.00	16,325.00	3,200.00	83.61
51090	HOLIDAY PAY	50.00	.00	.00	.00	50.00	.00
51130	EMPLOYEE BENEFITS	8,000.00	708.63	.00	7,202.44	797.56	90.03
51175	CALL-IN BONUS	1,360.00	90.00	.00	360.00	1,000.00	26.47
51241	MEDICAL HEALTH BENEFITS	722,070.00	45,763.29	46,859.18	490,610.33	184,600.49	74.43
51501	IMRF CONTRIBUTION	29,850.00	.00	.00	29,658.00	192.00	99.36
51510	FICA TAX	25,775.00	.00	.00	25,678.49	96.51	99.63
	TOTAL PERSONNEL EXPENSES	5,035,180.00	357,005.07	541,181.58	3,831,881.91	662,116.51	86.85

1ST SUBTOTAL-52000 COMMODITIES EXPENSES

52041	FOOD	4,500.00	83.45	.00	369.60	4,130.40	8.21
52091	MAINTENANCE SUPPLIES	10,500.00	503.36	.00	7,108.80	3,391.20	67.70
52101	GAS AND OIL PRODUCTS	400.00	.00	.00	.00	400.00	.00
52201	OFFICE SUPPLIES	15,200.00	2,370.25	.00	10,777.30	4,422.70	70.90
52203	BOOKS & PERIODICALS	550.00	365.74	.00	521.74	28.26	94.86
52205	MEDICAL SUPPLIES	24,650.00	640.36	.00	13,830.17	10,819.83	56.11
52206	DRUGS	60,000.00	-1,616.11	.00	46,480.03	13,519.97	77.47
52207	CLOTHING/UNIFORMS	5,450.00	68.32	.00	4,707.22	742.78	86.37
52208	SERVICE SUPPLIES	300.00	61.35	.00	61.35	238.65	20.45
52210	SPECIALIZED OFFICE SUPPL	26,050.00	1,184.34	.00	12,774.25	13,275.75	49.04
52212	OUTREACH SUPPLIES	14,700.00	-48.11	.00	11,655.21	3,044.79	79.29
52250	OPERATIONAL SUPPLIES	1,800.00	1,708.49	.00	1,792.86	7.14	99.60
52320	EDUCATIONAL MATERIALS	5,300.00	-368.80	.00	4,207.22	1,092.78	79.38
52352	NON CAPITAL EQUIPMENT	15,100.00	.00	.00	7,629.00	7,471.00	50.52
52400	COVID19-COMMODITIES	38,000.00	-271.02	.00	35,499.29	2,500.71	93.42
	TOTAL COMMODITIES EXPENSES	222,500.00	4,681.62	.00	157,414.04	65,085.96	70.75

1ST SUBTOTAL-53000 CONTRACTUAL EXPENSES

53021	POSTAGE	23,700.00	288.02	.00	16,445.12	7,254.88	69.39
53051	MEDICAL SERVICES	1,500.00	.00	.00	.00	1,500.00	.00
53069	FLEET MAINTENANCE EXP	900.00	75.00	.00	750.00	150.00	83.33
53071	CONSULTANT SERVICES	9,889.00	350.00	.00	4,604.78	5,284.22	46.56
53301	AUTO REPAIR/MAINTENANCE	700.00	.00	.00	652.29	47.71	93.18
53400	COVID19-CONTRACTUAL	34,260.00	900.00	.00	24,420.00	9,840.00	71.28
53600	UTILITIES GAS/ELECTRIC	65,000.00	8,372.39	.00	56,459.82	8,540.18	86.86
54000	CONFERENCES & SEMINARS	27,300.00	788.22	.00	13,616.78	13,683.22	49.88
54001	CONTRACTUAL SERVICES	1,000.00	.00	.00	637.37	362.63	63.74
54303	ENGINEERING ARCHITECT	500,000.00	.00	.00	.00	500,000.00	.00
54304	ATTORNEY FEES	900.00	.00	.00	.00	900.00	.00
54311	TESTING	2,000.00	252.00	.00	1,728.10	271.90	86.41
54312	SECURITY SERVICES	1,200.00	.00	.00	971.61	228.39	80.97
54320	TELEPHONE	26,400.00	1,702.49	.00	22,667.50	3,732.50	85.86

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PEORIA COUNTY, IL
 EXPENDITURE STATUS REPORT

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FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-53000 CONTRACTUAL EXPENSES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
54330	TRAVEL	23,575.00	2,369.59	.00	16,373.29	7,201.71	69.45
54331	AUTO ALLOWANCE	5,365.00	385.00	.00	3,300.00	2,065.00	61.51
54338	CELLULAR PHONE	47,065.00	3,852.77	.00	40,897.35	6,167.65	86.90
54341	PRINTING	1,900.00	43.75	.00	43.75	1,856.25	2.30
54343	ADVERTISING PERSONNEL	4,900.00	.00	.00	2,384.03	2,515.97	48.65
54344	ADVERTISING OTHER	37,600.00	.00	.00	33,700.04	3,899.96	89.63
54347	RECOGNITION AWARDS	3,500.00	.00	.00	1,907.08	1,592.92	54.49
54359	CABLE-SATELLITE	2,100.00	13.90	.00	1,812.10	287.90	86.29
54361	STORMWATER UTILITY FEE	6,000.00	2,109.00	.00	6,352.95	-352.95	105.88
54362	GPSD USER CHARGE	3,200.00	-1,322.44	.00	2,379.56	820.44	74.36
54363	WATER	5,900.00	394.75	.00	5,200.26	699.74	88.14
54364	PEST CONTROL	1,060.00	125.00	.00	810.00	250.00	76.42
54366	GARBAGE COLLECTION	1,500.00	179.00	.00	1,402.38	97.62	93.49
54367	HOUSEKEEPING SERVICE	70,000.00	5,697.00	.00	56,970.00	13,030.00	81.39
54369	INFECTIOUS WASTE COLL	8,200.00	.00	.00	1,223.65	6,976.35	14.92
54372	BUILDING REPAIR	11,000.00	125.00	.00	4,088.13	6,911.87	37.16
54373	MECHANICAL EQUIP REPR\MA	24,100.00	303.54	.00	7,564.23	16,535.77	31.39
54374	SIREN REPAIR MAINTENANCE	24,000.00	365.06	.00	15,279.32	8,720.68	63.66
54377	BLDG/GROUNDS MAINTENANCE	23,500.00	985.70	.00	13,174.28	10,325.72	56.06
54378	RADIO REPAIR MAINTENANCE	14,750.00	.00	.00	14,522.04	227.96	98.45
54389	DUPLICATING EQUIP RENTAL	16,600.00	1,037.48	.00	14,014.95	2,585.05	84.43
54400	COVID19-CONTRACTUAL	709,275.00	-1,403.97	.00	702,915.77	6,359.23	99.10
54401	DUES, MEMBERSHIPS & FEES	24,400.00	-6,776.85	8,400.00	19,939.87	-3,939.87	116.15
54402	EDUCATIONAL TRAINING	20,000.00	.00	.00	11,979.11	8,020.89	59.90
54404	FEMA COVID	500,000.00	.00	.00	114,364.90	385,635.10	22.87
54412	IT USER FEE	412,230.00	34,352.50	.00	343,525.00	68,705.00	83.33
54421	RISK SEVICES FEES	83,820.00	6,985.00	.00	69,850.00	13,970.00	83.33
54424	SUBCONTRACTOR SERVICES	1,716,973.00	110,198.30	311,466.76	1,308,936.76	96,569.48	94.38
54491	COFFEE & DONUT PURCHASES	200.00	-86.64	.00	164.12	35.88	82.06
54497	CHARGE FOR LATE PAYMENT	400.00	46.66	.00	259.37	140.63	64.84
	TOTAL CONTRACTUAL EXPENSES	4,497,862.00	172,707.22	319,866.76	2,958,287.66	1,219,707.58	72.88
	TOTAL PEORIA CITY/COUNTY HEAL	9,755,542.00	534,393.91	861,048.34	6,947,583.61	1,946,910.05	80.04
	TOTAL REPORT	9,755,542.00	534,393.91	861,048.34	6,947,583.61	1,946,910.05	80.04

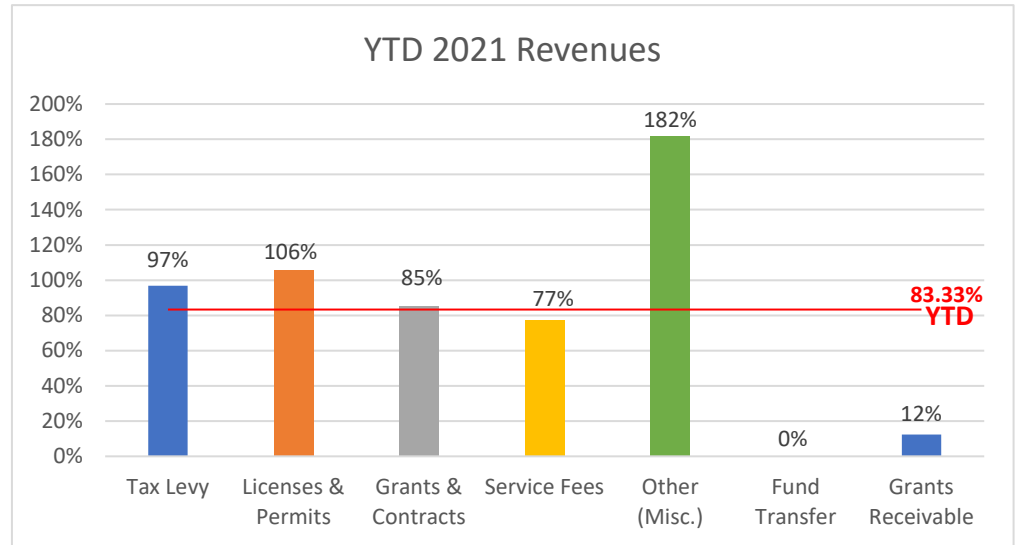
w/o Encumbrances = 71.22%

Fiscal Year Financial Report
Beginning Balance (1/1/21)

3,778,199

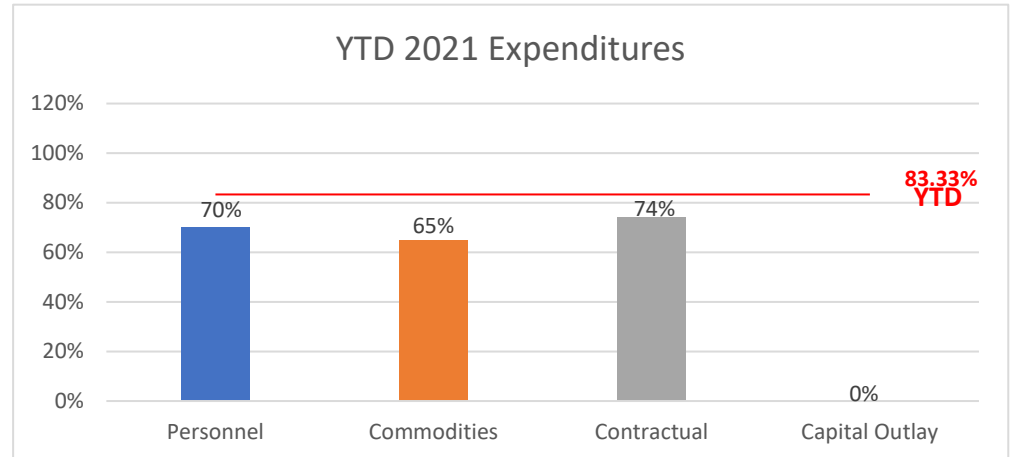
2021 Revenues (9/30/21)

		YTD/ BUD
Tax Levy	1,312,974	97%
Licenses & Permits	605,666	106%
Grants & Contracts	4,812,193	85%
Service Fees	704,365	77%
Other (Misc.)	41,782	182%
Fund Transfer	0	0%
Grants Receivable	699,584	12%
Total	8,176,564	93%



2021 Expenditures (9/30/21)

Personnel	3,831,882	70%
Commodities	157,414	65%
Contractual	2,958,288	74%
Capital Outlay	0	0%
Total	6,947,584	71%

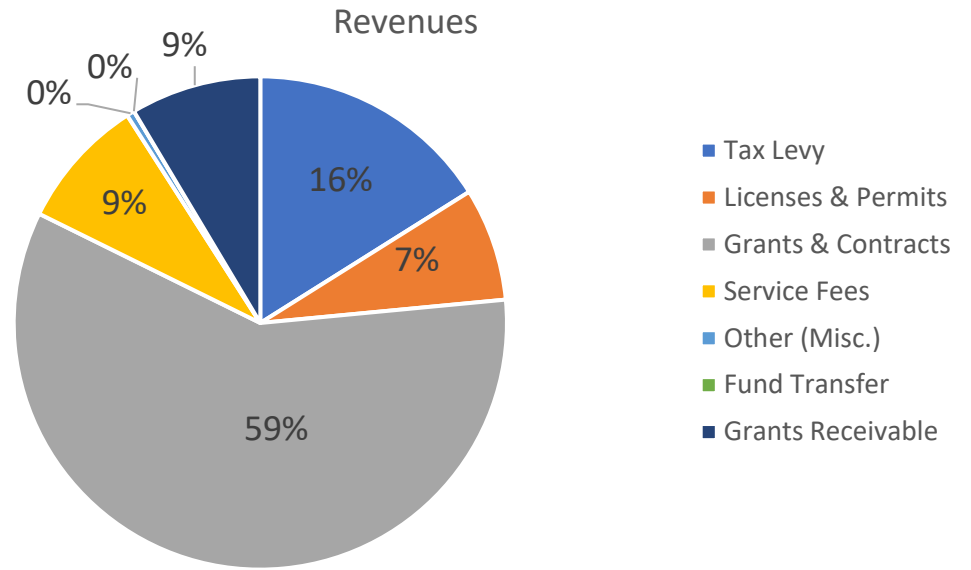


Change to Reserve Fund **1,228,980**

Ending Balance (7/31/21-Unaudited) 5,007,179

2021 Revenues by Percentage

Tax Levy	16.1%
Licenses & Permits	7.4%
Grants & Contracts	58.8%
Service Fees	8.6%
Other (Misc.)	0.5%
Fund Transfer	0.0%
Grants Receivable	8.6%
	100%



2021 Expenditures by Percentage

Personnel	55.1%
Commodities	2.3%
Contractual	42.6%
Capital Outlay	0.0%
	100%

