



**Peoria County Board of Health
Finance & Personnel Committee
Minutes of March 8, 2021 Meeting**

MEMBERS PRESENT: Dr. Davis Mr. Brewer
Rev. Duren Mr. Kennedy
Ms. Duncan

MEMBERS ABSENT:

OTHERS PRESENT: Monica Hendrickson, Public Health Administrator
Brian Gulley, Director of Finance
Carey Panier, Director of Environmental Health
Amy Roberts, Administrative Assistant

Brandi Nichole, 25 News/HOI
Paige Blanly, 25 News/HOI

Call to Order

Meeting was called to order at 6:07 pm by Dr. Davis.

Public Comments

There were no public comments.

Approval of 02/08/2021 Minutes

Mr. Brewer made a motion to approve the minutes from February 8, 2021. Motion was seconded by Rev. Duren. Motion carried (5,0).

Approval of March Personnel Report

Mr. Brewer made a motion to approve the March Personnel Report. Rev. Duren seconded. Motion carried (5,0).

Approval of Financial Services Report for Period #13/FY2020 and #2/FY2021 and Financial Report Summary

Ms. Hendrickson noted licenses and permits are 84% year to date in, mostly because food renewal starts in October and funds are transferred over to the following year. Otherwise, PCCHD is on target for their year to date expenses and revenues for period 2, but they will continue to fluctuate. As for period 13, regarding the change to observe, are now sitting at \$772,955 in the surplus. Most of this is from the Contact Tracing grant, as staff that are not normally on a grant, their salary has been covered by this grant. Also, the state allowed PCCHD to change the free structure to dental, which caused an increase of \$150,000 to come in as well as this was back paid from January. PCCHD is required to keep a 16% reserve fund policy, which means the reserve fund needs to sit at \$1.46 million. The TB fund is approximately \$265,000. The unobligated balance is at \$2 million. Ms. Hendrickson noted that PCCHD did well last year because they are grant funded and did not have to rely on other funding factors. Mr. Gulley explained some of the grant money buckets. There was other discussions around funding and expenditures. Rev. Duren made a motion to approve the Financial Services Report for Periods #13/FY2020 and #2/FY2021. Mr. Brewer seconded. Motion carried (5,0).

Old Business

There was no old business to discuss at this meeting.

New Business

Environmental Health Division Staffing

Ms. Hendrickson stated that as requested by the Committee, there would be quick overviews of the program areas. Ms. Panier gave an overview of the Environmental Health Program. Ms. Hendrickson reviewed the staffing and funding for Environmental Health.

Administrator Comments

COVID-19 Update

Ms. Hendrickson stated that PCCHD is still doing two responses, contact tracing and the vaccine clinic. The new cases used to be averaging 100/day and now the average is down to 30/day. March 13th is the one-year anniversary of the first case identified in Peoria County. Ms. Hendrickson reviewed how to make an appointment for PCCHD's clinic via the website and information about how the state and county are doing with data from IDPH's website. Peoria County has vaccinated 85% of those individuals 65 and older, which is huge. Last week vaccine availability was opened to 1B+, which is 16-64 with co-morbidities. Ms. Hendrickson stated that Ms. Endress with AMT goes into congregate living situations and administers doses there.

Adjournment

Being no further business, a motion was made by Mr. Brewer to adjourn the meeting. Motion seconded by Rev. Duren. Motion carried (5,0)

The meeting adjourned at 7:17pm.