



**Peoria County Board of Health
Finance & Personnel Committee
Minutes of April 12, 2021 Meeting**

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

MEMBERS ABSENT: Rev. Duren

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

Call to Order

Meeting was called to order at 6:00 pm by Dr. Davis.

Public Comments

There were no public comments.

Approval of 03/08/2021 Minutes

Mr. Kennedy made a motion to approve the minutes from March 8, 2021. Motion was seconded by Ms. Duncan. Motion carried (3,0).

Approval of April Personnel Report

Ms. Hendrickson stated that based on the Contact Tracing grant, there was a no cost extension. They were allowed to take the funds that would have ended on May 31st and carry them over to December 31st. This means that the current Contact Tracing team is able to stay on through the end of 2021. Mr. Kennedy made a motion to approve the April Personnel Report. Ms. Duncan seconded. Motion carried (3,0).

Mr. Brewer entered the meeting at 6:06 pm.

Approval of Financial Services Report for Period #03/FY2021 and Financial Report Summary

Mr. Gulley stated these numbers are through March. Expenses are up to date, but revenues always lag. For revenues, no tax levy has been received yet. Licenses and permits are at \$493,635, mostly from the annual food licenses due at the beginning of the year. Grants and contracts are at \$395,886 and services fees are at \$156,907. Miscellaneous is at 6,756, making the total \$1,053,184 which is 12% year to date budget. For expenses, personnel is at \$1,077,422. Commodities are at \$22,369 and Contractual at \$604,862. This puts the total expenses at \$1,704,653 which is 19% year to date. This makes the change to reserve as a deficit of \$651,469, leaving the fund balance at just above \$3.1 million. Mr. Gulley stated a check was received last week for the Contact Tracing grant for almost \$420,000 for January and February. The vaccine grant check has not been received; however, the bill was for \$131,796. Those two grants combined is revenue of about \$552,000. This report is not reflecting any of the quarterly grant revenue. Mr. Gulley handed out the variance report from last year showing the original budget before any changes were made. Revenues and expenses were added and in the original budget, revenues were \$6.6 million and almost \$6.9 million was brought in. Expenses were originally budgeted for \$6.7 million and we ended at \$6.1 million. This created a surplus of

\$775,576. Mr. Brewer made a motion to approve the Financial Services Report for Period #03/FY2021. Motion was seconded by Mr. Kennedy. Motion carried (4,0).

Old Business

Food Safety Ordinance

Ms. Hendrickson stated that this ordinance went to the County Board last week and was approved. Ms. Panier reviewed some of the changes in the ordinance, with the biggest one being implementing a new license – the Multi Event Temporary Food Establishment License. Ms. Hendrickson noted that this would be an action item along with the rules for the new license at the Board meeting next week.

New Business

Emergency Management and Preparedness Program Overview

Ms. Hendrickson gave an overview of the Emergency Management and Preparedness Program as Ms. Marks was not able to attend.

Administrator Comments

COVID-19 Update

Ms. Hendrickson stated that Peoria County is in a surge but are still doing a great job getting individuals vaccinated. Those that are now testing positive are those that are not eligible for the vaccine or those that just became eligible for the vaccine. Ms. Hendrickson is expecting another 1900 doses of Johnson and Johnson this week. This will be used for strike teams in the community. The Pfizer that is received is being pushed out to the hospital systems to get those that are 16-17 vaccinated. Peoria County is currently at 25% fully vaccinated.

Facilities

Ms. Hendrickson noted that in discussions with County Board and County Administrator Sorrel, they are moving at a fast pace for a facility build. They will start meeting at PCCHD in April to help understand what the needs of PCCHD are. Hopefully in August, they hope to bring forward to the County Board and Board of Health, approval for an architecture and engineering bid. Bids will need to be reviewed in late June through July. The bid will need to close in June, meaning it needs to open in May. Currently they are working on what the requests will be for that bid. This is the \$250,000 that is coming in this year and next year for the architecture and engineering. Dr. Armmer will represent the Board and possibly Dr. Davis to also sit on this Committee for planning.

Adjournment

Being no further business, a motion was made by Mr. Brewer to adjourn the meeting. Motion seconded by Ms. Duncan. Motion carried (4,0)

The meeting adjourned at 7:08 pm.