



## Peoria County Board of Health Finance & Personnel Committee Minutes of May 10, 2021 Meeting

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

**MEMBERS ABSENT:**

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

### **Call to Order**

Meeting was called to order at 5:59 pm by Dr. Davis.

### **Public Comments**

There were no public comments.

### **Approval of 04/12/2021 Minutes**

Rev. Duren made a motion to approve the minutes from April 12, 2021. Motion was seconded by Ms. Duncan. Motion carried (5,0).

### **Approval of Personnel Report**

Ms. Hendrickson noted there was a couple separations from the agency, mostly from Environmental Health. Two Environmental Health Specialists and one Coordinator, who is retiring. The Nutritionist position listed has already been filled. Ms. Hendrickson stated that Ms. Panier and Ms. Endress are working to fill their open positions. Mr. Brewer made a motion to approve the Personnel Report. Ms. Duncan seconded. Motion carried (5,0).

### **Approval of Financial Services Report for Period #04/FY2021 and Financial Report Summary**

Mr. Gulley stated these are numbers through April, 33% through the year. For revenues, there has not been any tax disbursement to come in yet. Licenses and Permits are at 88%, Grants and Contracts are at \$1,246,750, which is the biggest lag in revenue. This does not include any receivable amount; it just includes cash on hand. Mr. Gulley stated there is quite a bit of grant revenue to still come in. Service fees are at 22%, but there is a small lag there as well. Total revenues are just under \$2 million. For expenses, Personnel is 26% with \$1,446,142, Commodities are at 18% and Contractual at 28%. Total expenses are \$2,469,485, leaving a deficit of \$502,266 and a fund balance of \$3,275,933. Mr. Gulley reviewed all the grants PCCHD receives. Mr. Brewer made a motion to approve the Financial Services Report for Period #04/FY2021. Motion was seconded by Rev. Duren. Motion carried (5,0).

### **Old Business**

There was no Old Business for discussion.

### **New Business**

#### **Epidemiology and Clinical Services Program Overview**

Ms. Hendrickson gave an overview of the Epidemiology and Clinical Services Program.

## **Administrator Comments**

### **COVID-19 Update**

Ms. Hendrickson stated that overall, Peoria County is at 35% fully vaccinated, but when taking out those not eligible to be vaccinated, Peoria County is actually at 45%. Today the FDA did approve Pfizer for 12-15-year olds and PCCHD is working with the hospitals to get those individuals vaccinated. PCCHD will be totally out of Heddington Oaks by the end of May, but that is because staff are out in the community doing clinics all over the area. All of the clinics are walk-in as well as at PCCHD. Ms. Hendrickson stated we don't know what the fall will look like but expect funding to come back to start doing boosters. There was discussion around the bridge phase and what that means for Peoria County.

**Mr. Brewer exited the meeting at 6:58 pm.**

### **Facilities Update**

Ms. Hendrickson stated the Health Committee has started meeting every two weeks to talk about the facility. The Committee did meet at PCCHD and did a tour of the facility, as well as the Coroner's office. The biggest policy discussion is what is being asked for in the RFP. There are three different models that they are looking at for the RFP with the most favored one being a contract for architect, engineering, and construction all at the same time. If everything goes as plan, the June 10<sup>th</sup> County Board meeting will approve the RFP and will go out to the public on June 11<sup>th</sup>. Responses will be due over the next 5-6 weeks and at the August County Board meeting will be getting approval. Dr. Armmer has been included on discussions to decide if the Board of Health voice will be strongest during the operations verses on the scoring team for the RFP.

**Mr. Brewer re-entered the meeting at 7:07 pm.**

### **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 7:08 pm.