



Peoria County Board of Health Minutes of October 18, 2021 Meeting

MEMBERS PRESENT: Dr. Armmer Mr. Kennedy
Ms. Duncan Dr. Na'allah
Rev. Duren Dr. Davis
Mr. Webster

MEMBERS ABSENT: Ms. Mitchell Dr. Reed
Mr. Brewer Dr. Cadet-Saintilus

STAFF PRESENT: Monica Hendrickson, Public Health Administrator
Brian Gulley, Director of Finance
Dr. Leslie McKnight, Director of Community Health Policy & Planning
Emily Sarmiento, Human Resources
Amy Roberts, Administrative Assistant
Justin Dwyer, Environmental Health Practitioner, Union Representative

OTHERS PRESENT:

Item 1 – Call to Order

The meeting was called to order at 6:01 pm by Dr. Armmer

Item 2 – Pledge of Allegiance

Item 3 – Public Comments

Justin Dwyer, Environmental Health Practitioner and President of the Union at PCCHD stated that there was a policy change on the agenda for tonight's meeting. Mr. Dwyer wanted to let the Board know that the Union is in support of the policy change.

Rev. Duren entered the meeting at 6:06 pm.

Item 4 – Presentation: Complete Streets Pop-Up Event

Dr. McKnight stated that today she received a Proclamation from Mayor Ali in support of the pop-up event and Complete Streets. Dr. McKnight reviewed the presentation included in the packet on the Complete Streets Pop-Up Event.

Item 5 – President's Comments

Yearly Trainings: Open Meetings Act & Sexual Harassment Training

Dr. Armmer reminded the Board that the yearly trainings will be coming soon and to watch for emails. Ms. Hendrickson noted that these are required trainings and Ms. Roberts will send an email when these trainings are due.

PCCHD Staff Holiday Discretionary Time Off

Ms. Hendrickson stated that historically, the Board of Health has gifted a discretionary day off around the holidays to the PCCHD staff, in addition to the two days in observance of Christmas and New Year's Day. Ms. Hendrickson noted that looking at operations, the recommendation for the discretionary day is Thursday, December 23rd. PCCHD staff would be off on Friday, December 24th in observance of Christmas, leaving that as a three-day week, followed by a four-day week, then a five-day week. Ms. Hendrickson again reminded the Board that this is discretionary, and they do not have to do this. Mr. Webster made a motion to discuss the Board supporting the PCCHD Staff

Holiday Discretionary Time Off of December 23, 2021. Motion was seconded by Ms. Duncan. Rev. Duren made an amendment to the motion to gift the staff Monday, December 27th off instead of Thursday, December 23rd. The Board discussed the two different days in regard to celebrating other holidays and operational issues. There was not a second to Mr. Duren's amendment. Dr. Davis made a motion to end discussion. Motion carried (6,1) with Rev. Duren voting nay. The Board voted in support of gifting the PCCHD staff December 23, 2021 off.

Item 6 – Consent Agenda Items

Mr. Duren made a motion to approve the consent agenda items. Motion was seconded by Mr. Webster. Motion carried (7,0).

Item 7 – Financial Services Report for Period #8/FY2021 and Summary

Mr. Duren made a motion to accept the Financial Services Report for Period #8/FY2021 and Summary. Motion was seconded by Ms. Duncan. Mr. Gulley stated that the numbers in the packet are through August and about 67% through the year. Mr. Gulley reviewed the numbers in the packet and stated that about \$442,000 was received in September from the tax levy disbursement, which puts the tax levy at about 90% year to date. There are still two more disbursements coming. The October CPPRT disbursement was \$175,000 more than what came in last year, which will make the revenues \$454,000 over budget. The Grants Receivable amount has an additional \$176,000 related to a FEMA payment for the mobile vaccine clinics. Total revenues in the packet are \$6,310,673, which is 72% year to date. For expenses, the total is \$5,802,963, which is 59% year to date. The change to reserve fund is \$507,710 and the fund balance is \$4,285,909. Motion carried (7,0).

Item 8 – Committee Reports

Strategic Planning Committee

Community Health Improvement Plan

Ms. Hendrickson stated they are now gearing up for the next cycle of the Community Health Improvement Plan as the surveys have already been put out. This year, the three counties have been divided into smaller regions, with six different regions in Peoria County, with more of an equity model. They will be using the MAPP progress and have applied as a Tri-County for the NACCHO grant for technical support for this cycle. They would be one of the first communities to use this new MAPP assessment for this cycle. It includes three different assessments and going through the equity lens. The goal is to have all the assessments done by March 2022, as they will start prioritizing in April 2022. The Boards of Health will be looking to approve the 2023-2025 plan in July 2022. There was discussion about the process and outcomes of the Community Health Improvement Plan.

Finance & Personnel Committee

FY2022 Budget Update

There was no further discussion from the Finance and Personnel Committee and the FY2022 budget.

Item 9 – Old Business

COVID-19 Update

Ms. Hendrickson stated that Peoria County has hit 52% fully vaccinated. They expect to hear about the boosters for Moderna and Johnson and Johnson on October 20th and 21st. The FDA has gone through their approval but are still awaiting on the CDC's full approval. Ms. Hendrickson noted that next week will be the earliest they can start the boosters, giving those at PCCHD. The only issue is that Moderna will be a different dosage, which changes how it's coming to PCCHD along with the supplies. On October 26th, they expect the conversation for 5–11-year-olds to start, with the earliest date to go live on November 4th. PCCHD would start administering those on November 8th. They are partnering with OSF and UnityPoint to divide up the school districts. They are advising schools to request a state site at their school on November 8th, some schools have taken advantage of this. Ms. Hendrickson noted that they would not be opening up Heddington Oaks again as individuals can get vaccines anywhere and the need is not there.

Facilities Update

Ms. Hendrickson stated they are still working through the contract for the Architectural Firm and Construction Manager At-Risk. They do have field trips planned, November 5th to Will and Kane County. Will's County Health Department opened within the past year and Kane County for a new morgue. If Kane County is doing an autopsy, they will be going to visit Lake County's new Health Department.

Quarterly Program Reports

The Quarterly Program reports were available to view in the packet. Ms. Hendrickson stated she is happy to answer any questions on the reports. There was discussion around the progression from last year's number to this year's numbers.

Item 10 – New Business

Executive Sessions Minutes Remaining Confidential

Rev. Duren made a motion to keep the Executive Session Minutes confidential. Motion was seconded by Mr. Kennedy. Motion carried (7,0).

2022 Board of Health Meeting and Committee Schedule

Dr. Na'allah made a motion to approve the 2022 Board of Health Meeting and Committee Schedule. Motion was seconded by Dr. Davis. Motion carried (7,0).

2021 Climate Survey

Ms. Sarmento reviewed the results from the 2021 Climate Survey, which was included in the packet. Ms. Sarmento added that these results are quite positive, especially during a pandemic. Dr. Armmer noted that this is a team that values individuals and gave kudos to the PCCHD Administrator and Management team that helps create this environment. Ms. Sarmento added that there was also 100% participation on this survey.

Personnel Policies

Rev. Duren made a motion to support the updated Personnel Policies. Motion was seconded by Ms. Duncan. Ms. Hendrickson stated this was an annual update of the Personnel Policies. There was a few minor tweaks including clarification of cell phones for employees, including temporary employees. The largest issue update is around the vaccination policy. After consulting with County Administration and the State's Attorney's office, they updated the language around the vaccination policy and outbreaks to have a timeline, as there was not one previously. Justin Dwyer and Wes Podbielski, Union representatives, was part of the drafting of the policy updates. The policy is still under the Administrator's discretion as to when a vaccine should be required regarding an outbreak and a vaccination record by a certain date. There is now a 10-day suspension without pay until appropriate vaccination series is completed or a risk of disease transmission due to the outbreak has passed. For non-compliant staff, this does call for their termination after the 10-day suspension. If this policy will be approved, this will go into effect tomorrow and the employees impacted will be notified tomorrow. Motion carried (7,0).

Item 11 – Miscellaneous

Ms. Hendrickson stated the site review for reaccreditation, and they met 30 out of 31 measures they were assessed on. They PHAB board will meet on November 8th and will be notified within two weeks of reaccreditation. Ms. Hendrickson gave kudos to Ms. Ingold who led them through this process and coordinated responses.

Item 12 – Executive Session

Mr. Duren made a motion to enter Executive Session. Motion was seconded by Mr. Webster. Motion carried (7,0).

Item 13 - Adjournment

Being no further business, a motion was made by Dr. Davis to adjourn the meeting. Motion was seconded by Mr. Webster. Motion carried (7,0).

Meeting adjourned at 7:39 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "MIKE Kennedy". The word "MIKE" is in all caps and a simple font, while "Kennedy" is in a cursive script.

Mike Kennedy, MSED
Secretary