

Kankakee County Health Department
Regular Meeting
May 11, 2023

Members Present: Mr. Antonio Carrico, Mr. Jim Johaneck, Dr. Jeffery Long, Ms. Kathryn Hamblen, Dr. Syreeta Jones, Ms. Neelie Panozzo

Members Absent: Dr. Olatunji Akintilo, Dr. Edward Kent Frye, Mr. Rodney Gustafson

Staff Present: Mr. John Bevis, Mrs. Jennifer Gaddis

Others Present: None

The meeting was called to order by Mr. Carrico at 5:01pm

APPROVAL OF THE AGENDA

A Motion to approve the May 11, 2023, agenda was made by Mr. Johaneck, seconded by Ms. Panozzo, the motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF THE MINUTES

A motion was made by Dr. Jones to accept the April 6, 2023, and April 13, 2023, Board of Health minutes, seconded by Ms. Hamblen, the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis reported that Samantha Tray started last month as a Social Work Case Manager in the HealthWorks grant. There were 2 new employee resignations, Patricia Krugman, and Amber German. We currently have openings for 2 RN Case Managers and a Nutritionist. We are actively interviewing for these positions.

Mr. Bevis reported that most of the staff were recently CPR certified. One week after the class a member of the EH staff, Alan Hatia, was at an inspection and was able to utilize his CPR skills.

DIVISION REPORTS

Client Services

Mr. Bevis shared that Ann Welch, our Genetics RN, is working to set up a Sickle Cell event. The tentative date is July 8, 2023, at the YMCA. Ann is currently seeking sponsorships and vendors for the event. Mr. Bevis announced that we are very excited about our new Genetics bus wrap that will be unveiled soon and shared a photo of staff in honor of National DNA Day.

Environmental Health

Mr. Bevis announced that the Farmers Market has opened. It is the 25th anniversary of our market and approximately 25 vendor inspections have been completed.

Environmental Health recently did 2 Presentations with Economic Community and Development Agency, both in English and Spanish, regarding Food Licensing. Reports were that it went well but could have been better with stronger attendance. Mr. Carrico asked some questions about the event and recommended a title change for future events to promote attendance.

Administrators Report

Mr. Bevis reported that today is the official end of the COVID Pandemic. Some of the main changes are vaccine and testing coverage. We will continue to offer Free COVID vaccinations for as long as we are able. Medicaid re-enrollment is no longer automatic and SNAP benefits are back to pre-pandemic amounts.

Mr. Bevis informed the board that he recently presented at a Health Department Directors meeting. There were several new Directors in the state, and he was able to participate in a panel that discussed working with both the County Board and the Board of Health. Mr. Bevis also shared that he recently attended the Kankakee Summit on Homelessness. The summit went well and there is a great need in our area for shelters and a task force has been created to help address the problem. The Board had some questions and discussion regarding Fortitude and the homeless population in our area.

Mr. Bevis talked about it being “grant season” and the amount of work Erin has put in on grant renewals. She is currently working on 9 and there are 7-15 more, therefore we are in our busy season because grants require a lot of time and work and there are constant changes.

ADMINISTRATIVE REPORTS

Financial Status

Mr. Carrico instructed the Board to refer to the Financials in the Board packets and asked if there were any questions. Packet information includes the following information:

For March 2023, we should be at 33.3% of the year. For our grant revenues, we received \$333, 864.21 in March. You will see that there is a negative \$67,743 under Covid Response that was for ongoing technology project that we had originally planned to come out of Contact Tracing grant and claimed it on grant reporting. However, due to the pandemic, there were processing pieces that were still missing so we had to send back the \$67,743 for two uncashed checks that we had. We are in the process of requesting this amount come out of the Response grant, which took the place of the Contact Tracing grant. We are still waiting to hear from the state if this will be approved. Moving down in the revenue, we won't see any property tax money until early July after the June payments are due. Fees are 57.61% of the year overall. Our interest received continues to be higher, and due to the rates, we received almost \$7200 in interest for March. Total revenue for the year through March 31 is at \$867,198.81, which translates into approximately 22.68% for the year. On the expense side for March, we are underspent for Personnel and Fringe at 30.37%, due to the openings we have not yet been able to fill. Our operational expenses are under budget at 25.59% with total expenses at 28.34% for the year thus far. Overall, we overspent by about \$216,000. There is about \$250,000 in grant revenue outstanding.

For our cash on hand, interest rates have continued to increase, and that's true for both the money market and IPTIP as well, and combined with the checking account interest, totaled just about \$7200 for March. Total Cash on Hand is \$3,917,486.49 as of 3/31/2023.

Board members asked some questions about property tax income and rental income. Mr. Bevis reported that property tax income starts being received Late June/July and rental income is received quarterly. A motion was made by Mr. Johaneck to approve the March 2023 Financials, seconded by Dr. Long, a roll call vote was taken, and the motion passed.

OLD BUSINESS

Mr. Bevis reported that he recently had a meeting with KVCC regarding Phase 1 of the parking lot project. This first phase will be concrete work and will start in about a week and take about 2 weeks to complete. Phase 2 will begin in late June and is expected to take about the same amount of time. Mr. Carrico asked about the billing for each phase.

Mr. Bevis shared that the Union contract has now been approved by all parties and boards. At this time, we are awaiting the final signatures and will have copies as soon as that is complete. There was some discussion as to why the County Board must approve our Union Contract when we have our own Board. It was explained by Mr. Carrico and Mr. Bevis that because KCHD shares benefits with the County, both boards must approve. Mr. Bevis added that he has worked with our Union for about 20 years, and the Health Department always tries to adhere to the other county contracts to the best of our ability.

NEW BUSINESS

None

OTHER BUSINESS

Mr. Bevis spoke about the IRIS system. Grants receiving ARPA funds are required to use IRIS. IRIS is a web-based referral system. It is already in use in the State and Will County has been using IRIS and reports good things. Mr. Bevis will be visiting with Will County Health Department soon to ask questions and get real world feedback. The County has agreed to fund IRIS, and the Health Department will oversee the database. Our goal is to hire one staff member who will be tasked with getting the system up and running, as well as recruiting new users. The system works with agencies to identify a client's need and information into the system to send a referral to an agency that can help them. The receiving agency will then reach out to the client and help. IRIS can track how many referrals were sent and how long it took an agency to reach out. The Board asked questions about the system and Mr. Bevis replied to the best of his current knowledge based on what he learned thus far.

Mr. Carrico spoke about a recent meeting with the County Board regarding advertising. Mr. Carrico reported that he advised the County Board that the Board of Health has addressed the issue and they are welcome to attend our meetings if they need further clarification.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business before the Board Ms. Panozzo moved to adjourn, the motion was seconded by Mr. Johaneck and passed unanimously.

Minutes Respectfully submitted by,

Mr. Jim Johaneck, Secretary

Minutes Reviewed by, Mr. John Bevin, MPH, Public Health Administrator

Minutes prepared by, Mrs. Jennifer Gaddis, Assistant Coordinator Client Services