

Kankakee County Health Department  
Regular Meeting  
February 16, 2023

**Members Present:** Mr. Antonio Carrico, Dr. Olatunji Akintilo, Mr. Jim Johaneck, Dr. Edward Kent Frye, Dr. Syreeta Jones, Mrs. Neelie Panozzo, Ms. Kathryn Hamblen

**Members Absent:** Mr. Rodney Gustafson, Dr. Jeffrey Long

**Staff Present:** Mr. John Bevis, Mr. Keith Wojnowski, Mrs. Amy LaFine, Ms. Nicole Finnegan

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

**APPROVAL OF THE AGENDA**

A motion to approve the February 16, 2023, agenda was made by Dr. Jones, seconded by Mr. Johaneck, the motion passed unanimously.

**PUBLIC COMMENT**

*None*

**APPROVAL OF THE MINUTES**

A motion was made by Mrs. Panozzo to accept the January 12, 2023, Board of Health minutes, seconded by Mr. Johaneck, the motion passed unanimously.

**EMPLOYEE INFORMATION**

Mr. Bevis announced that we hired a new Health Promotion Coordinator, Courtney Stahl, and a new bilingual Client Service Representative, Sharay Calderon. We are actively interviewing for a Phlebotomist, a CSR, an RN Case Manager, a Healthworks RN, and a WIC Nutritionist.

**DIVISION REPORTS**

***Client Services***

Mrs. LaFine was happy to announce that all clinical programs are finally open for face-to-face visits. We did see a decrease in WIC caseload because of the SNAP benefits increase during COVID, however, it was recently announced that the SNAP allotment changes will go into effect March 1<sup>st</sup>, 2023. We anticipate many clients will see a decrease in SNAP benefits from the last three years, which should increase our WIC caseload, so we are preparing for that now.

Mrs. LaFine also reported on the Daily Journal reaching out to us regarding our WIC program and they will be interviewing and featuring four of our current clients in the newspaper. We will share more details with the Board once it's published, we are very excited about this opportunity to showcase this great program.

***Environmental Health***

Mr. Wojnowski explained the Environmental Health Program Review, explaining that because of COVID we are just now receiving our findings from the 2019 Program Review. We were in compliance and met 3 of the 4 requirements. Mr. Wojnowski explained that if you have a certified food manager you can

waive your third inspection, however, the state did not approve that deliverable and recommended changes in the way it's documented. Those changes have been implemented.

### ***Administrators Report***

Mr. Bevis reported as of 02/16/2023 Kankakee County has 36,493 confirmed cases of COVID-19. An increase of 225 cases from last month, an average of 8 new cases a day. Last month was 852 new cases and an average of 28 new cases per day. Kankakee County has now reported a total of 383 deaths attributed to Covid. An increase of 1 death from last month which puts Kankakee County in low for Community Transmission. The county fully vaccinated rate is 52.21% and we continue to hold walk-in covid and flu vaccine clinics on Tuesdays and Thursdays from 9:00-3:30 pm for all vaccines and age groups. We now have begun administering the pediatric vaccine for 6 months to 5-year-old for Pfizer and Moderna Vaccine. We now have Novavax vaccine for anyone who wants vaccinated for the first time. We have Pfizer and Moderna Bivalent Boosters that contain the Omicron and BA5 variants as these are the prevailing strains showing up in current positive cases now for ages 5 years and up. Our Flu clinics have given 13 flu vaccines the past month and 62 covid vaccinations during the same period.

Our WIC/FCM reopening has been going well. We are planning another Adolescent Wellness Visit Clinic for Saturday, April 15<sup>th</sup>, 2023, focusing on adolescents aged 11-21 as part of our Adolescent Health Grant. EH is working with the ECDA (Economic and Community Development Agency of the City of Kankakee) to present two workshops on our Food program on April 14 and May 2, 2023, as part of a collaborative effort to increase program awareness. We have begun a staff newsletter to help better inform staff of important dates, activities, health tips, staff programs and highlights. On March 9<sup>th</sup>, 2023, we will host another Catch my Breath Youth Vaping Program as part of our Tobacco prevention grant.

February is Black History Month, and we are celebrating African American Public Health Heroes on Facebook. Our blanket drive continued thru February 15, 2023, and was a great success for KCCSI and Catholic Charities. It is also American Heart Month as well as celebrating National HIV/Aids Awareness and Donor Day.

Mrs. Julie Larsen explained our Opioid Grant and gave a presentation on Narcan and how we distribute it in the county to help prevent Opioid Overdose deaths.

### ***ADMINISTRATIVE REPORTS***

#### ***Financials***

Mr. Bevis explained that the board should have received their copy of the November 2022 unaudited financials. These are the preliminary financials for November 2022. It includes revenue received in December 2022 and/or January 2023 that was for services performed in November 2022 and prior, so that's why the revenue seems so high this month. For the Genetics grant, it is negative for the month because we sent back the overpayment to the State. We received 81.03% of the budgeted grant revenue for the year, about \$777,732 less than budgeted, with about \$600,000 of that from the Covid grants as unspent/unearned. We received the final distribution from the Treasurer in early December for FY22, so that was also put back into November, for a final Property Tax Distribution total of \$523,875 for the year, about \$17,000 less than budgeted. Fees came in at 96.23%, with Clinic Services having a great month in November and ending the year at 73.46%. We ended the year with almost \$25,000 in interest. Total revenue for the year was \$4,342,502.87, which was almost 85% of the budgeted total for the year.

On the expense side, we ended the year at 88.95% for total Personnel and Fringe, with overtime drastically slowing and the hourly positions under budget for the year. We also closed out the year with some upgrades including the LED sign, the signage on the building by the door referencing it as an employee entrance which we can also change to say Polling Place when we serve in that capacity on designated days, all of the original HVAC units have now been replaced since we moved in, and updates to the camera system were made to be able to see the parking lot clearer. Added safety measures include more access door swipes to get into the suites, and we will continue to seek to improve upon this moving forward. Total expenses for the year came in at \$3,901,042.72, or about 76.30% of the amount budgeted for the year.

In all, we were \$441,460.15 underspent for the year. Please remember these are the unaudited figures and will be final once the auditors finish in May 2023. For our cash on hand: Our checking account ended at \$1,775,051.04, our IPTIP ended at \$1,033,811.52, our Money Market ended at \$1,023,616.85, and our outstanding checks totaled \$203,427.84, so our Total Cash on Hand was \$3,629,051.57 as of 11/30/2022. This represents about 10-11 months of our operating budget. Dr. Jones made a motion to approve the November 2022 unaudited financials, seconded by Ms. Hamblen, a roll call vote was taken, and the motion passed.

**OLD BUSINESS**

*None*

**NEW BUSINESS**

*None*

**OTHER BUSINESS**

Mr. Carrico explained the importance of mental health in our community and gave an example of how impactful it is in our community. He explained that he recently learned that when an individual gets arrested and that individual is found nonfit to stand trial, that person should then be transferred to a medical institution for help. In the state of Illinois, they used to have to transport that individual within 21 days, however, that has now been changed to 60 days, and can be stretched until 90 days if they need more time. This is a problem because we now have individuals who are not mentally healthy sitting in jail with no form of treatment, usually isolated from other inmates. Mr. Carrico emphasized the need for mental health support in our community and encouraged board members to bring their ideas to other business in the future.

**ADJOURNMENT**

There being no further business before the Board, Ms. Hamblen made a motion to adjourn, the motion was seconded by Dr. Jones and passed unanimously.

Minutes Respectfully submitted by,

Mr. Jim Johaneck, Secretary

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

Minutes prepared by, Ms. Nicole Finnegan, HR Administrative Coordinator

