

Kankakee County Health Department
Regular Meeting
November 16, 2023

Members Present: Mr. Antonio Carrico, Mr. Jim Johaneck, Mrs. Neelie Panozzo, Mrs. Kathryn Hamblen, Mr. Rodney Gustafson, Dr. Syreeta Jones

Members Absent: Dr. Olatunji Akintilo, Dr. Jeffrey Long, Dr. Edward Kent Frye

Staff Present: Mr. John Bevis, Ms. Nicole Finnegan

Others Present: None

The meeting was called to order by Mr. Carrico at 5:00 p.m.

APPROVAL OF THE AGEND

A Motion to approve the November 16, 2023, agenda was made by Mr. Gustafson, seconded by Mr. Johaneck, the motion passed unanimously.

PUBLIC COMMENT: None

APPROVAL OF THE MINUTES

A motion was made by Dr. Jones to accept the October 12, 2023, Board of Health minutes, seconded by Mr. Johaneck, the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis reported that we welcomed two new staff members this month, Juan Hipolito-Guerrero as a Bilingual Client Service Representative, and Elizabeth Stipp, a Contractual RN Case Manager. We are currently hiring a Social Work Case Manager, RN Case Manager, Public Health RN, Assistant Business Manager, and a Bilingual Client Service Representative.

DIVISION REPORTS

Client Services

Mr. Bevis reported on behalf of Mrs. LaFine that our Tuesday/Thursday vaccination clinic for Shingles, Pneumonia, RSV, COVID-19, and Flu shots has been a steady flow, and we continue to keep these services available to the community on a walk-in basis.

Mr. Bevis shared that the Communicable Disease department completed two grant survey site visits regarding STD services and are excited to announce that we received 100% on all quality indicators for service/outcome grant deliverables.

Mr. Bevis also shared that our Maternal Child Health department recently completed a three-day outreach event at Indian Oaks for hearing and vision screenings. We are also happy to announce that we completed our yearly recertification with Centers for Medicare and Medicaid as a Certified Designated Organization and Jennifer Gaddis has completed all the required mandatory education to

maintain status as a CAC, Certified Application Counselor to continue to help serve our clients and community.

Environmental Health

Mr. Bevis discussed a recent Lead Inspection audit conducted with IDPH. A follow-up meeting has been scheduled to discuss the findings from the audit.

Administrators Report

Mr. Bevis shared that November is Diabetes Awareness month so please look at our social media and share with friends, family, and the community. We continue to educate the public on upcoming Flu and COVID vaccine clinics and prevention tips as we head into that time of the year and are currently considered in the medium risk category for COVID transmissibility.

Mr. Bevis gave an IRIS update which includes KCHD meeting with the Kansas based IRIS team twice a month. The implementation survey has been sent out to those agencies expected to be part of the launch in early 2024. We presented an IRIS update to the Kankakee City Council Committee on November 8th and are excited as the process evolves and we get closer to the launch date.

Mr. Bevis shared that he recently attended a community trip to Rockford for the Homeless Task Force that represents Kankakee County. The purpose was to meet, discuss, and visit a community that approximately 8 years ago was in a similar position to Kankakee present day. They met with community leaders and partners to discuss what worked and what did not work for their community and discussed funding, grants, and ideas for community support. They are currently planning a visit to a day facility that provides support services. These services would assist the homeless population with things like education prep, job interviews, financial training, and getting started in independent living. Mr. Bevis concluded that the trip was a success and he felt it demonstrated that we as a community are closer than we think to providing much needed services and support to help to reduce the homelessness issue in our community. Mr. Bevis also shared that we attended a successful event at Lorenzo Smith school sponsored by Nick Smith on October 18th.

ADMINISTRATIVE REPORTS

Financial Status

Mr. Bevis provided the Board with the September and October 2023 Financials. For September 2023, we should be at 83.33% of the year. We received about \$56,872 in grant revenue in September 2023. However, we returned \$19,434.49 to Heluna Health due to the ARISE grant ending 5/31/23 and not fully spending out the money received in advance, so that amount was sent back to the grantor. Another property tax distribution was received in September for \$149,595.27. Fees are at 85.75% of the year overall. Due to continued high interest rates, we received almost \$9200 in interest in September. Total revenue received in September was \$230,930.09 and brings the total for the year through 9/30/23 to \$3,311,347.64, which translates into approximately 86.62% for the year. There are a few grants that were still not even yet executed by the state yet as of 9/30/23, so most of these grant revenues are for services billed through 6/30/23, as we are not able to bill for services until the grants are executed. On the expense side for September, we are under budget for Personnel & Fringe at 77.24%. We received the payment of \$150,000 from the County through their ARPA program to go toward the repair and

repaving of the parking lot, so that's why you see a negative number in the Property & Building Repairs line. Our Operational expenses are still showing over budget at 89.26%, with total expenses at 82.35% for the year thus far. Overall, we are still showing underspent by \$163,293.92 for the year. For our cash on hand: Interest rates are still higher than budgeted for the invested funds, and combined with the checking account interest, totaled about \$9200 for September. Total Cash on Hand is \$4,021,669.69 as of 9/30/2023.

For October 2023, we should be at 91.67% of the year. We received about \$114,000 in grant revenue in October 2023. The grants that are billed quarterly are not billed for July – September until October 30, so that's why you're not seeing some of those payments come in yet. Adolescent Health, Well Women's Visits, Covid Vaccination, Genetics, HIV Prevention, PHEP, Tobacco, and all the Comprehensive grants (Local Health Protection, Body Art, Tanning, Safe Drinking Water, CLPPP, Tick, and Vector) grants have not been received back to July 2023 due to late executions of the grants on the state's part. Under Fees, take a look at that Clinic Services and Immunizations revenue for October! That is the highest amount we have ever received in one month. This is due to the back-to-school immunizations, flu & covid immunizations, and now adding the adult RSV vaccines as well. We are now at 94.79% for Fees. Following the Board of Health meeting on 10/12/23, we instructed the treasurer's office to transfer \$1,000,000 from our checking account to our IPTIP account, so that was completed on 10/13/2023. In October, we then saw an even higher interest return, totaling just under \$13,000. Total revenue received in October was \$170,219.04 and brings the total for the year through 10/31/23 to \$3,481,566.68, which translates into approximately 91.07% for the year. On the expense side for October, we are about 8% under budget for Personnel & Fringe at 83.69%, due to positions remaining open and/or temporarily being filled by Contractual Employees. Our Operational expenses are still showing over budget at 98.77%, with total expenses at 90.09% for the year thus far. Overall, we are still showing an underspent by \$37,578.50 for the year. For our cash on hand: With the transfer of the \$1,000,000 from checking to IPTIP, that then increases our amount of invested funds while decreasing our checking account balance, but our interest received was much higher for October, at \$12,914.05 for October. Total Cash on Hand is \$3,946,403.52 as of 10/31/2023. This did not change significantly because it is the total of the invested funds plus the checking account balance, minus the outstanding checks that have not yet cleared the checking account. A motion was made by Mrs. Panozzo to combine and approve the September and October 2023 Financials, seconded by Mrs. Hamblen, and a roll call vote, the motion passed.

OLD BUSINESS

Mr. Bevis announced at our last meeting that the nominating committee for our election of Officers would present their nominations for President, Vice President, and Secretary at November's meeting. The nominating committee consisting of Mrs. Panozzo, Dr. Frye, and Mrs. Hamblen, announced that their recommendation was to keep the current slate of officers. Mr. Carrico indicated he was still interested in President, along with Rodney Gustafson, who was also interested in President as well as Vice President. Dr. Jones also indicated she was interested in continuing Vice President. Mr. Johanek also indicated he was interested in continuing Secretary. A ballot vote was taken, and Mr. Bevis announced the results for our 2024 election of officers, concluding that Mr. Carrico would remain President, Dr. Jones will remain Vice President, and Mr. Johanek will continue as Secretary.

NEW BUSINESS

None

OTHER BUSINESS

Mr. Bevis announced that there would not be any financials ready or anything new to vote on and asked if the Board would still want to meet in December. It was mutually agreed that there will not be a December 2023 meeting and the Board will reconvene at January's Board of Health meeting.

Mr. Bevis also announced the MAPP survey and explained it will be available on our website in English and Spanish so please fill it out and share it with friends and family because it's an important tool for the Health Department and our role in the community.

EXECUTIVE SESSION

None

ADJOURNMENT

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

Minutes Respectfully submitted by, Mr. Jim Johanek, Secretary

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

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