

Kankakee County Health Department  
Regular Meeting  
April 11, 2024

**Members Present:** Mr. Antonio Carrico, Mr. Jim Johaneck, Dr. Edward Kent Frye, Mrs. Kathryn Hamblen  
Mr. Rodney Gustafson

**Members Absent:** Mrs. Neelie Panozzo, Dr. Syreeta Jones, Dr. Olatunji Akintilo, Dr. Jeffrey Long

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

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

**APPROVAL OF THE AGENDA**

A Motion to approve the April 11, 2024, 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 Mr. Johaneck to accept the March 14, 2024, Board of Health minutes, seconded by Mr. Gustafson; the motion passed unanimously.

**EXECUTIVE SESSION**

A motion was made by Mr. Gustafson to enter Executive Session regarding 5ILCS 120/2 (c) (11) Pending or Imminent Litigation and passed unanimously. Board of Health entered Executive Session.

A motion was made by Mr. Johaneck, seconded by Kathryn Hamblen to exit Executive Session 5ILCS 120/2 (c) (11) Pending or Imminent Litigation, and passed unanimously. Board of Health exited Executive Session.

**EMPLOYEE INFORMATION**

Mr. Bevis announced we have not had any resignations since our last meeting. We are currently interviewing for a Grants Program Specialist to help our Health Promotion team.

**DIVISION REPORTS**

*Client Services*

Mr. Bevis reported on behalf of Mrs. LaFine that our clinic services continue to host walk in clinics on Tuesdays and Thursdays for many immunizations and vaccinations such as Covid, Flu, RSV, Pneumonia, and Shingles. Mr. Bevis also indicated that as of 4-8-24 IDPH updates show 59 cases as far south as Will County. We are happy to announce that we do not have any Measles cases reported in Kankakee County to date.

### *Environmental Health*

Mr. Bevis reported on behalf of Keith Wojnowski that Environmental Health recently passed their Food Audit Program with flying colors, and he congratulated the team for all their hard work. Mr. Bevis also explained the Vector Program and the upcoming larvicide training session hosted by KCHD on April 23, 2024. There will also be four tick drag events that will occur at the Kankakee County State Park, Pembroke Rodeo, and the Essex hunting grounds. These ticks will then be sent to the Medical Entomology Lab at the Illinois Natural History Survey for testing. The West Nile Vile Surveillance will begin on the first week of June and will continue until mid-October. West Nile Virus surveillance activities will include mosquito collection and testing and dead bird collection. No changes are planned for this year's mosquito surveillance activities.

### *Administrators Report*

Mr. Bevis shared that April has a lot of reasons to celebrate. It is Child Abuse Prevention Month and Newborn Screening Month as well as the Eclipse, and National Public Health Safety Week. We were excited to be able to highlight each of our department's staff and programs from April 1-5<sup>th</sup>, showcasing our Client Service Representatives, Maternal Child Health and Family Case Management, Environmental Health, Communicable Disease, and Health Promotion and Administration staff.

Mr. Bevis also shared some recent events that the KCHD staff have attended including Sherwin Williams in Kankakee with general nutrition education, and Spring Fling Health Fair at Harbor House. Upcoming events include a Mobile Food pantry in Pembroke with the States Attorney Office, Fitness and Healthy Family Night at Millie Proegler School, Healthy Kids Day at the YMCA, Baby and Beyond Riverside, Youth Mental Health and Wellness Fest at the Farmers Market, and a Mental Health Awareness Fair and Ice Cream Social at Riverside Atrium.

Mr. Bevis also spoke about a successful Partnership for a Healthy Community Stakeholders meeting at St. Mary's Hospital that discussed our current cycle for the Community Health Improvement Plan and will guide the next three years of the MAPP process. Mr. Bevis also announced that the IRIS first quarter meeting is scheduled with Stakeholders for 4-25 to discuss the first three months of activity and how to utilize the data for agencies and the counties. Mr. Carrico shared that he was discussing the opportunity for the Drug Court Program to utilize IRIS and Mr. Bevis felt it was a great connection and could help coordinate with our IRIS Coordinator.

## **ADMINISTRATIVE REPORTS**

### *Financial Status*

Mr. Bevis provided the Board with financials for February 2024, we should be at 25% of the year. We received a little over \$319,500 in grant revenue in February 2024; this brings us to about 13.84% for grant revenue for the year. Under Fees, we have now received just over \$191,000 of our budgeted \$205,000 for food licenses, or about 93%. The remainder will come throughout the year as new restaurants open and/or there's a changeover of ownership. We continue to see extremely high Clinic Services revenue again, with that being offset with the purchase of vaccines and medical/clinical supplies. We are already at 78.17% for Fees received for the year. Under "Other" revenue, our interest continues to be higher with the invested funds (IPTIP and money market) continuing to see high interest. Total revenue received in February is recognized at \$376,538.69; total revenue for the year thus far is \$736,368, or 19.30% thus far.

On the expense side for February, we are slightly over budget for Personnel & Fringe at 25.87% due to slightly higher insurance costs and unemployment taxes which will level off. Our Operational Expenses were also slightly over budget at 29.04%, with the bulk of the overages being in Bank Charges, Operating and Pharmaceutical Supplies, Travel, Outside Contracting, and Software/Licenses/ Renewals. As the grant year comes to an end, we will see further spend outs taking place as well. Total expenses for the year thus far are at 27.25%. Overall, we are currently showing overspent by \$303,354.09 for the year. However, we have billed for and are still waiting on just over \$500,000 in grant revenue that is outstanding. About \$275,000 of that is from IDPH, and about \$225,000 of that is from OHS (Case Management, WIC, and Opioid). For our cash on hand: The IPTIP account received \$9068.63 in interest for February, the money market account received \$4158.71, and the checking account received \$343.64. Total interest for the month was \$13,570.98. Total Cash on Hand is \$4,420,898.84 as of 2/29/24.

Mr. JohaneK made a motion to approve February 2024 financials, seconded by Dr. Frye, and a roll call vote, the motion passed unanimously.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**OTHER BUSINESS**

None

**ADJOURNMENT**

There being no further business before the Board, Mr. JohaneK moved to adjourn, the motion was seconded by Mr. Gustafson 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