

Menard County Health Department
C/O Sangamon County Department of Public Health

AGENDA

Board of Health Meeting

August 28, 2018

6:15pm

Menard County Courthouse

2nd Floor

- I. Call to Order-6:17p.m. Dave Bagot, President
 1. Members present: Dave Bagot, President, Dr. Newton, Dr. Hartman, J.D. Stewart, Jeff Fore, Brianne Satorius, and Jim Stone, Director of Public Health. A Quorum was achieved. Mr. Stone introduced new BoH member Brianne Satorius. Ms. Satorius stated she is a Licensed Clinical Professional Counselor and is employed by Memorial Behavioral Health as an Outpatient Mental Health Therapist.

- II. Approval of Minutes from May 8, 2018; Minutes approved.

- III. Director's Report-James D. Stone, M.A., C.P.H.A
 1. **Update of Programs:** WIC, Family Case Management, Public Health Emergency, and Lead Grants have been offered, received and submitted. The Local Health Protection Grant is still to be released.

 2. **Food Inspection Reports:** Mr. Stone explained meetings were scheduled in September for all of the food establishments to go over the requirements for the new FDA food code, which goes into effect on January 1, 2019. The County Board mentioned in their meeting earlier tonight that they have not had any negative feedback from either food establishments or the public regarding the inspections.

 3. **Clinic Schedule:** Discussion ensued regarding the utilization of clinic hours for immunizations and WIC. Mr. Stone distributed a breakdown of clinic activity from May 2018 through August of 2018. Mr. Stone discussed the Board consider modifying hours so that staffing is efficiently assigned to the clinic. Brianne mentioned that the Memorial Clinic would like to send some clients for immunizations, but we were not open every day. Mr. Stone explained the services are by appointment, and suggested an agreement

be worked out with Memorial to call on behalf of the client to make an appointment. After further discussion, it was agreed a new schedule would be established effective in January of 2019, that it would include being open on Tuesdays from 12:30 until 3:30 and Thursdays from 9:30 until 1:00.

4. **Program Review:** IDPH notified the Health Department that it passed program review for Food, Private Sewage, and Potable Water. This along with the IPLAN being approved means Menard County Health Department remains a certified local health department for the next 5 years. The next program review would be in 2021.
5. **FY 2019 Contract:** Proposed contract for FY 2019 with Sangamon County is \$64,423. This is a CPI increase of 2.1%. Motion by Jeff Fore, seconded by J.D. Stewart to approved contract for FY 2019. Motion passed unanimously.
6. **Transition of Director of Public Health Position:** Mr. Stone stated discussion has begun with the Sangamon County Board and the Sangamon County Board of Health regarding hiring a replacement for him once he retires at the end of the year. They hope to advertise sometime in late Fall for the position. There will be a lag between the time Mr. Stone retires and a new Director is hired. In the interim, Gail O'Neill, the current Assistant Director of Public Health, will likely be the acting Director. Mr. Stone hopes to bring her to the next BoH meeting in November.

IV. Old Business: No additional old business was discussed.

V. New Business: Next Meeting: November 27, 2018.th meeting.

VI. Adjournment: Meeting was adjourned at 7:19 p.m. Dr. Newton made motion to adjourn. Second by Dr. Hartman. Motion passed.

Respectfully submitted: James D. Stone, Director of Public Health