

**KNOX COUNTY BOARD OF HEALTH MINUTES
OF MONTHLY MEETING
September 9, 2021, via Teleconference
Knox County Health Department
1361 W. Fremont St.
Galesburg, IL 61401**

The Knox County Board of Health meeting was held via Teleconference on September 9, 2021. President Dan Harris called the meeting to order at 6:30 PM. Present were Dan Harris, Doug Gibb, DuRae Fletcher, Sr, Robert Bondi, Stephanie Grimes, Bruce Bobofchak DDS, and Susan Vinson. Also, present were Michele Gabriel, Public Health Administrator; Wil Hayes, Assistant Public Health Administrator; Jerome Townsell, Director of Finance and Facilities Management; Brianne Nichols, Peace Corp Fellow and Tina Jockisch, Administrative Clerk. Absent Kevin Satsky, MD, and Lorraine Garland, MD.

ADDITIONS TO AGENDA

The only change to the agenda under D. of Business Meeting, remove action needed on FY22 Budget Approval, information purposes only. A motion to approve the changes to the agenda was made by Robert Bondi and seconded by Doug Gibb. Roll Call vote was unanimous: Doug Gibb-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Dan Harris-yes. Absent Lorraine Garland, DuRae Fletcher, Sr. and Kevin Satsky.

PUBLIC COMMENT

No Public comments.

PRESIDENT'S BUSINESS

The first item on the agenda under President's Business, Annual Administrator Performance Evaluation Committee, President Harris noted he has been in communication with the Governance Board and will be moving forward with the Administrator's Evaluation, the Administrator's Contract is in a renewal year, Board does not need to do a new contract. President Harris invited anyone that is interested in participating in the Administrator's Evaluation to send him an email.

The final item on the agenda under President's Business, Board of Health Officers Selection Committee, President Harris asked for volunteers for the Board of Health Officers Selection Committee, Doug Gibb, Bruce Bobofchak, and Stephanie Grimes volunteered.

BUSINESS MEETING

Approval of Minutes

A motion to approve the minutes of the August 12, 2021 meeting as circulated was made by Bruce Bobofchak and seconded by DuRae Fletcher, Sr. Roll Call vote was unanimous: Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Dan Harris-yes. Absent Lorraine Garland, Robert Bondi, and Kevin Satsky.

Treasurer's Report

The first item under the Business Meeting, Jerome Townsell, reported on revised expenses for the month of September 2021 totaling \$85,411.45. He went on to note that additional expenses since the mailing of the agenda included: Employment Ads \$8,200.00, Lighting Upgrade \$1,900.00, Waste Removal \$1,527.01, Client Services \$734.53, Copier Lease \$706.85, Lawn Care \$272.00, Travel/Training \$266.22, Lab Coat Rentals \$188.94, Supplies \$167.50, and Credentialing \$2.00 totaling \$13,965.05. A motion was made by Robert Bondi to

approve payment of the September 2021 bills as presented; was seconded by Dan Harris. Roll Call vote was unanimous: Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Dan Harris-yes. Absent Lorraine Garland, and Kevin Satsky.

The next item under the Business Meeting, Jerome Townsell, presented the Financial Statements for the period ending August 31, 2021 stating the Health Department's grant funds have been coming in, Health Department is \$42,740.67 Net Revenue Over Expenditures for the month and \$292,820.64 Net Revenue Over Expenditures for the year. Jerome closed stating the LIHEAP program started again September 1, 2021 so those numbers will be changing.

The final item under the Business Meeting, Jerome Townsell, presented to Board for informational purposes the FY22 Budget, stating the budget at this time for the Health Department and Health Center is \$8,400,000. Jerome stated he needed to transfer some expenses for rent, utilities, supplies, etc. from Health Center to Health Department. Jerome stated he and Michele attended the Knox County Finance Meeting and the Finance Committee understood the changes that need to be made and thought everything looked good. Jerome closed stating next month he will present the FY22 Budget to the Board for approval.

PUBLIC HEALTH ADMINISTRATOR'S REPORT

The first item under the Administrator's Report, Michele Gabriel updated Board on COVID-19, stating positive cases are starting to increase in the County and across the state. Michele stated that 48.72% residents are fully vaccinated, over the last 30 days we had 490 positive cases, 124 were individuals 18 and under. Michele stated we continue to see activity in the hospitals, Michele spoke with the hospitals today and they are starting to appear like the rest of the region and the state with the ICU being relatively full, activity increases with COVID admissions, emergency rooms are filling up and everyone is busy.

The next item was an addition to the agenda under the Administrator's Report, Michele Gabriel updated Board on COVID-19 Activities, stating the Health Department is still providing vaccines at the Unified Command building as well as providing it at pop up clinics in the community. Michele stated the Health Department is working with the colleges to help vaccinate their students and working with the community to cover the areas that have a smaller vaccine rate. Michele stated the Health Department has seen an increase in individuals receiving the third dose vaccine, for those with a weakened immune system or medically qualify for it. Michele stated there has been a lot of questions about boosters, and there is not full information out about boosters yet, it is not clear at this time when the Health Department will receive actual confirmation when that happens. Michele stated contact tracing is picking up rapidly with the schools being open and the increase is positive cases. Michele continued stating the Health Department continues to test Monday, Wednesday, and Friday, with the Governor's executive order starting September 19 there will be a significant increase in demand for testing.

The final item on the agenda under the Administrator's Report, Michele Gabriel updated Board on Governor's Executive Order Mandate for Vaccine/Testing, stating with the Governor's Executive Order issued September 3, 2021, the Knox County Health Department is considered a Health Care Provider. As such, by September 19, 2021, all staff are subject to COVID vaccine and testing mandates included in the Executive Order. Michele stated fully vaccinated staff are not required to provide weekly COVID-10 testing results, all unvaccinated staff are required to have a weekly PCR test for COVID-19 completed and provide a paper copy of the negative results to the Director of Human Resources by Friday each week beginning Friday, September 17, 2021, the Health Department will provide testing for staff every Tuesday from 8:30am -

9:30am, they will be registered through the Health Center for the test, if they miss that date they are responsible to get tested and provide the negative results to the Director of Human Resources by Friday each week. Michele closed stating if staff does not turn in a negative result on Friday, they are not eligible to work on Monday, they will be charged accrued leave time.

DIVISION DIRECTOR REPORTS

The first item on the agenda under Division Director Report, Wil Hayes Assistant Public Health Administrator, updated the Board on Family Health Program, stating Mary Guenseth has been hired as the new Director of Family Case Management, WIC has received the Farmer's Market coupons to give to our WIC clients to be able by fresh produce at the Farmer's Market.

The next item on the agenda under Division Director Report, Wil Hayes, Assistant Public Health Administrator, discussed with Board the VFC Program COVID Vaccine Audit, stating the VFC program must be audited annually, the State was in last week to do our audit and found no issues, the State did their audit on a day we were having a vaccine clinic, they were impressed with the setup and flow of our facility.

The final item on the agenda under Division Director Report, Wil Hayes, Assistant Public Health Administrator discussed with Board the Annual Influenza Vaccine Campaign, stating the State of Illinois sent \$25,000 to the Health Department for Flu Outreach and Education, it is part of our local health protection grant, so overall it will go up \$25,000 this year. Wil stated this grant must be used for Flu Outreach and Education, the Health Department will be doing this through billboards and radio ads. Wil closed stating the Health Department will be having a drive through Flu Clinic on September 25, 2021, 7:00am-10:00am at HPW Funeral Home.

POPULATION HEALTH MANAGEMENT REPORTS

The only item on the agenda under Population Health Management Reports, Brianne Nichols presented to Board chapter eleven of IPLAN, Brianne started with chapter eleven BRFSS (Behavioral Risk Factor Surveillance System) data, which is a State based program that gathers information on physical and mental health risk factors and conditions for Illinois adults through a telephone survey, 65% of Knox County report no days with poor physical health, 17% say they have 1-7 days, and 18% have 8-30 days with poor physical health. Brianne stated 41% of Knox County residents have no chronic health conditions, 30% have one and 29% have two or more chronic health conditions, from 2013 to 2018 COPD and Depressive Disorder were up 7.7%. Adult obesity is at 35% in Knox County, Illinois and United States are at 30%. Population to Primary Care Physician Ratio in Knox County is 1,930 residents to every Primary Care Physician, and Illinois is 1,240 residents. Population to Dentist Ratio in Knox County is 2,370 residents for every Dentist, which is double what Illinois and United States is. Sexually Transmitted Diseases: Chlamydia has increased in Knox County and Rural Illinois, Gonorrhea is worse in Knox County than Rural Illinois, and Early Syphilis cases are very low, but in Knox County there was a big increase in 2019. Brianne stated Drug Overdose Deaths in Knox County the report shows any drug, any opioid, heroin, and opioid analgesics. Brianne closed with Childhood Lead Exposure, stating Knox County has very elevated levels of childhood lead exposure and a high-risk County so Illinois Department of Public Health reports based on zip codes which are considered high risk, 82% of children under five live in a zip code that is considered high risk for lead exposure, this is reflected in the blood lead levels in children under the age of six in Knox County.

PERFORMANCE MANAGEMENT REPORTS

The only item on the agenda under Performance Management Reports, Wil Hayes, Assistant Public Health Administrator; reported to Board the COVID-19 Activities Data for August 2021, reporting Health Center performed 520 tests, 2 deaths, 405 positives cases, 42 positives lost to

follow up, 11 potential reinfections, 1 potential reinfection lost to follow up, 474 contacts, 34 contacts lost to follow up, average one contact per positive case, Call Center received 93 phone calls, Contact Tracing Made 2159 phone calls, 6 press releases, and 85 social media activities.

WORK SESSION

There were no items on agenda under Work Session.

OLD BUSINESS

The only item on agenda under Old Business, Michele Gabriel discussed with Board the Bergner's Building Lease, Michele stated stating the Bergner's lease was paid through vaccine grants and is paid through the end of October with the option to renew month to month after that, it cost approximately \$4,700 per month for lease, power, and water. Michele recommended the Board approve the lease is through March 31,2022 or approve it for three months and bring it back to Board in December 2021. A motion was made by Robert Bondi to approve Bergner's Building Lease through December 2021; was seconded by Stephanie Grimes. Roll Call vote was unanimous: Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; and Dan Harris-yes. Absent Lorraine Garland, Susan Vinson, and Kevin Satsky.

NEW BUSINESS

The only item on the agenda under New Business, Michele Gabriel and Jerome Townsell presented to Board the HVAC Work Proposal from BCZ, Michele stated this is a project being paid for the Federal Grants for the Health Center to improve air quality in the building, the original was to replace two units and put ionization units on all seven, the recommendation when BCZ looked at it because of the useful life of the unit, was to go ahead and replace all seven units. Jerome stated the two units we were going to replace were over the Health Center to get better air cycling, the five on the Health Department side we were going to put ionization units to help clean the air, but it would not be the same as the Health Center. Jerome said the five on the Health Department side were part of the original construction, are old and need to be replaced. Jerome stated on the accounting side there is a policy called Uniform Guidance that states you can hire someone to be the project manager they just cannot do the work; they can help you design but they cannot do the work. Jerome stated the Health Department is concerned if they must bid for that spot? Jerome called the auditors, and she was going to call her boss to verify, the Health Department is waiting for the call to confirm. A motion was made by Robert Bondi to approve the HVAC Work Proposal from BCZ as presented pending confirmation that the Department does not need to go out to bid; the motion was seconded by Doug Gibb. Roll Call vote was unanimous: Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; and Dan Harris-yes. Absent Lorraine Garland, Susan Vinson, and Kevin Satsky.

UPCOMING BUSINESS

President Dan Harris reviewed Upcoming Business, including the Knox County Board Finance Committee meeting on September 16,2021 beginning at 6:30 p.m. via teleconference, the Knox County Board meeting on September 22,2021 at 6:00 p.m. at Galesburg City Hall and via teleconference, and the next Board of Health Meeting on October 14,2021 beginning at 6:30 p.m. via teleconference.

COUNTY BOARD LIAISON

Robert Bondi, Knox County Board Liaison to Board of Health, Robert stated the County received \$9,600,000 from American Recovery Act Funds, a portion of this grant is for Public Health for COVID activities, Jerome and Michele are working with the County. Robert stated the County is

in the budget season, Michele and Jerome have met with the Finance Committee and everything looks in order. Robert closed stating the County budget will be finalized and posted by November 2021.

BOARD MEMBER COMMENTS

Stephanie Grimes stated great job on the VFC vaccine audit, she wanted Michele and Wil to pass on to the staff, she thanked Brianne for the great job on the IPLAN, she also thanked Michele and her staff. The rest of the Board appreciates all the work the Health Department is doing. President Harris expressed his gratitude to Michele and her team for all the work you are doing for the residents of Knox County, it is appreciated.

EXECUTIVE SESSION

There were no items on agenda under Executive Session.

RETURN TO OPEN SESSION

There were no items on agenda under Return to Open Session.

ADJOURNMENT

A motion was made by Robert Bondi to adjourn the September 9, 2021 Board of Health meeting at 7:49pm; the motion was seconded by DuRae Fletcher, Sr. Roll Call vote was unanimous: Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; and Dan Harris-yes. Absent Lorraine Garland, Susan Vinson, and Kevin Satisfsky.