

**PIKE COUNTY HEALTH DEPARTMENT BOARD OF HEALTH
MEETING MINUTES**

DATE: July 25, 2024

Members Present:

Dr. David Iftner	Danielle Benz	Dr. Ayca Raif	Julie Plattner
Tom Leahy	Becky Motley	Sherri White	

Members Absent:

Dr. Brett Schafer	Andy Borrowman	Jennifer Niebur	Linda Meyer
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Others Present:

Anita Andress	Mindy Gunterman	Lynnette Johns	Chris Alford
Jerrod Welch			

The meeting was called to order at 6:05 p.m. by President Dr. David Iftner.

Agenda was approved on a motion made by Tom Leahy, 2nd by Dr. Ayca Raif, vote taken, motion carried.

Minutes of the April 25, 2024, BOH meeting were approved on a motion made by Julie Plattner, 2nd by Dr. Ayca Raif, vote taken, motion carried.

Lynnette Johns presented the following Environmental Health report:

- Food Program - Almost all food licenses are in for renewal. We only have a couple out and they should be in, in the next couple of days. We have had several new establishments open. Both Fairs had a good turn out and the vendors were all good. One vendor did not register prior to the event but otherwise all was good.
- Water - No wells were permitted during this period. Water samples were sent in. Had a request to sample the spring between Pleasant Hill and Martinsburg and that test came back extremely high on coliform and E. coli.
- Sewage - There were 3 septic installations and no complaints.
- Radon - Due to the amount of radon test kits we had on hand, starting in May we offered free test kits at vision and hearing screenings throughout the county and at the Health Department front desk. We will continue to give out the free test kits until they are gone or 6 months beyond their expiration date.
- Tick Surveillance - We were required to complete six tick collections by the end of June. We completed 7 collections with carbon dioxide traps. So far, we have only received 1 report back from the state.
- West Nile Virus - Unfortunately, we have not been able to collect any dead birds to submit for testing yet. We received one complaint of a residence with overgrown weeds and junk in the yard. We are continuing to work with the person(s) on clean-up. Currently, the two people living there have medical issues and limited funds, so it will probably be a very slow process. We hope to schedule a used Tire Collection for September at the Pike County Fair Grounds.

Environmental Health report was approved on a motion made by Dr. Ayca Raif, 2nd by Danielle Benz, vote taken, motioned carried.

Mindy Gunterman presented the following Home Health reports:

- Staffing – Staffing remains unchanged with 1 RN, 1 LPN, 1 HHA and 1 as-needed RN. We would like to hire an additional RN and as-needed HHA. Veronica Smith, LPN has completed her Wound Care Certification Course.
- Review Choice Demonstration (RCD) - Medicare has decided to continue the RCD program for another 5 years. We will remain in the Pre-Claim review choice option.
- VA Changes – We received information from the Veteran’s Administration (VA), Care in the Community Services, that they are reducing and eliminating Homemaker only services. They will evaluate clients on a case-by-case basis and are also reducing some Home Health nursing services by going with VA staff from the Quincy office. We are unsure how this will affect the clients we currently have but we know we have orders to discharge one patient after the next 60-day certification period.
- Patient Satisfaction Surveys – The surveys returned between March - May were 100% positive but very few surveys were returned.
- Star Rating – Our Star rating has improved to 2.5 stars. Again, this score is based on how staff answer questions in the patient’s chart and is pulling from 12 months ago.

Home Health report was approved on a motion made by Tom Leahy, 2nd by Sherri White, vote taken, motioned carried.

Anita Andress presented the following Public Health reports:

- Family Planning – Dr. Deitrich will no longer be providing OB services at Illini Hospital, but Dr. Brett McGowan will be providing OB services in her place. He has agreed to provide IUDs services to our clients. A service agreement has been sent for review and signature.
- WIC/BFPC – A Breastfeeding Peer Counselor was hired in June.
- Lead – Beginning in January 2025, the level that a confirmatory venous lead level will need to be drawn if a capillary comes back higher than 5 ug/dl decreases to 3.5 ug/dl.
- Communicable Disease/Immunizations – Twice a week immunization clinics will return on Monday, August 5th. Clinics will be held on Mondays and Thursdays from 1:00 – 4:00 pm.
- Emergency Preparedness – A power surge event took place on July 2nd at 1:00 am causing the outlet the vaccine refrigerator was plugged into to go down. All staff receiving power failure text alerts did not hear them. It also tripped several breakers and took out numerous surge protectors. One outlet needed to be replaced. The AccuShelf surge protector was damaged in the event as well. Adams County Health Department (ACHD) staff confirmed with vaccine manufactures that all the vaccine was still viable. An After Action Report is planned with ACHD.

Public Health reports were approved on a motion made by Sherri White, 2nd by Julie Plattner, vote taken, motioned carried.

Anita Andress presented the following Financial reports:

- Revenues - As of June 30, 2024, we have received 37.61% of our anticipated revenue for FY2024. Tax revenue budgeted for FY2024 = \$332,592.00. Tax bills mailed July 23, 2024.
 - 1st installment due: August 28, 2024
 - 2nd installment due: October 1, 2024
- Expenses - As of June 30, 2024, we have spent 53.83% of our budgeted expenditures for FY2024.
- County Audit – The County has received a proposal from an accounting firm to complete the audits for 2021, 2022 and 2023. Their timeline to complete all 3 years and present to the County is February 2025.
- Grants – Due to the County being on the State Stop Pay list because of audits not being completed, the state has stopped allowing waivers for us to complete our grant applications. Any grants from IDPH/IDHS that we cannot secure, we are working with ACHD as a contractor to still be able to provide services in Pike County. This is a temporary fix until the County is off the stop pay list.

Dr. Iftner stated if anyone had questions regarding the financial report to contact Kim Ator.

Jerrod Welch, Administrator from Adams County Health Department was present to discuss working with Pike County Health Department on additional grants due to the State Stop Pay issues. This arrangement is a “patch” to get us through the fiscal year until we are off the State Stop Pay list. He provided information on his background in Public and Environmental Health and the other Counties he has been working with. ACHD has been working with PCHD since September 2022 to provide support for our communicable disease, immunization, emergency preparedness and environmental health programs, due to staff retirements.

The financial report was approved on a motion made by Becky Motley, 2nd by Sherri White, vote taken, motion carried.

Anita Andress presented the following Administrative reports:

- Unfinished Business
 - Administrators Evaluation – Anita will send goals and comments to Dr. Iftner and schedule a date to review with the committee.
 - BOH Vacancy – Sherri White, FNP was appointed to the BOH on 7/22/24 with a term to expire 6/30/25. She replaced Dr. Chris Waggoner who moved out of the area.
 - Parking Lot – We were notified that the County did not put the parking lot project out for bids again due to other County financial needs.

A motion to retain the current President, Dr. Iftner, Vice President, Julie Plattner and Secretary Jennifer Niebur and keep current committees the same except for the addition of Dr. Raif to the Personnel Committee and the removal of Dr. Wagoner from the Executive Committee was made by Tom Leahy, 2nd by Dr. Ayca Raif, vote taken, motion carried.

The Administrative report was approved on a motion by Julie Plattner, 2nd by Danielle Benz, vote taken, motion carried.

President Dr. Iftner noted there were no public comments.

Next meeting date will be October 24, 2024, at 6:00 p.m. in the Pike County Health Department classroom.

Meeting was adjourned at 7:20 pm by President Dr. Iftner.

Respectfully submitted,

Anita Andress RN, BSN
Administrator