

MINUTES - REGULAR MEETING
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m. May 4, 2023

PLACE: Rock Island County Health Department, 2112 25th Avenue Rock Island, IL

MEMBERS Ms. Kaye Whitley, President

PRESENT: Dr. Mark Bollaert

Mr. Leon Gibson

Ms. Edna Sowards, County Board Representative

Ms. Debbie Freiburg

Mr. Andrew McClarity, Vice President

Mr. Jeff Deppe

Mr. Larry Coyne

ABSENT Dr. Naurin Ahmad

Dr. Jean Wardlow

Mr. Michael Daly

STAFF

PRESENT: Mr. Gary Bryant, Chief Financial and Information Officer

Ms. Janet Hill, Interim Administrator and Chief Operating Officer

Board President, Kaye Whitley called the meeting to order at 5:31 p.m.

Roll call was taken.

MOTION The minute for the April 2023 Board of Health meeting was approved with a motion made by Dr. Bollaert and seconded by Mr. McClarity. Motion carried.

MOTION A motion to go into closed session at 5:33pm under 5 ILCS 120/2 (c)(1) and 5 ILCS 120/2 (c)(3) was made by Ms. Whitley, seconded by Mr. Gibson. Roll call vote was taken, with all voting yes. Motion carried.

MOTION A motion to go back into open session at 5:45pm was made by Mr. McClarity, seconded by Ms. Sowards. Roll call vote was taken, with all voting yes. Motion carried.

Ms. Hill reported the monthly staff anniversaries.

Ms. Whitley asked for an organizational chart with RICHD positions, the agency's budget, number of full-time employees, and a list of benefits to give Baker Tilly, the firm recruiting the permanent administrator. Ms. Whitley said Baker Tilly planned to have the recruiting brochure ready late next week.

MOTION A motion to accept the Human Resource Report was made by Mr. McClarity, seconded by Ms. Freiburg. Motion carried.

MOTION Mr. Bryant went over the financial reports for the period ending April 30, 2023, with revenues of \$268,082 and expenditures of \$333,257 for the month of April and a net loss of \$47,175 for the year.

MOTION Mr. Bryant reported the base cash flow for the month of May. The Health Department's balance sheet shows a cash balance of \$18,402 and investments of \$2,265,000 and \$15,396 coming from the State of Illinois. Mr. Bryant said there will be two payrolls in May. Vouchers needing to be paid total \$56,725. He also suggested making the second cost allocation payment of \$51,353 to the county. The department's projected cash balance for the end of May is \$1,902,070. A motion to approve the Financial Reports was made by Mr. McClarity, seconded by Ms. Sowards. A roll call vote was taken, with all voting yes. Motion carried.

Ms. Hill gave an update on the tornado damage. She reminded the Board because of emergency rules, the agency was able to hire contractors without the normal bidding process. The biggest project is the roof. The main part of the building should be done next week. Insurance is expected to pay most of the cost, \$166,000. A contractor is lined up for the WIC window, which will cost \$3,800. Replacing LED lights on the carport will be \$1,800. The heater and gas pipe for the garage is \$7,800. Maintenance supervisor Ron Finley replaced ceiling tiles damaged by

water. Mr. Finley fixed the garage door that pulled away from the building and the fence around the generator.

Ms. Hill gave an update on the replacement of the HVAC system. Repairs made in Summer 2022 are holding; however, repairs were needed after the tornado. We are waiting on a part for the HVAC system approved in 2022. It should arrive sometime over the summer. However, because installing the new system requires shutting it off for about a week, we expect to wait until cooler temperatures in the fall.

Ms. Hill said that April was a successful Public Health Month with many fun activities for the staff.

MOTION A motion to accept the Administrator's Report was made by Mr. McClarity, second by Mr. Coyne. Motion carried.

Meeting was adjourned at 6:06pm

Respectfully submitted,

Edna Sowards, Secretary, by
Megan Michels, Grants Manager

ES/mm