

MINUTES – REGULAR MEETING
ROCK ISLAND COUNTY BOARD OF HEALTH

TIME: 5:30 p.m., March 8, 2018
PLACE: Conference Room, Rock Island County Health Department
2112 25th Avenue, Rock Island, Illinois 61201

MEMBERS

PRESENT: Mr. Leon Gibson, President
Dr. Mark Bollaert
Ms. Kate Varlas Teel, Vice President
Mr. Ed Langdon, County Board Representative
Mr. Randy Jacobs
Mr. Doug Vroman, Secretary
Dr. Patricia Barron
Dr. Jeff Maurus
Dr. Naurin Ahmad

MEMBERS

ABSENT: Mr. Andy West

STAFF

PRESENT: Ms. Nita Ludwig, Public Health Administrator
Mr. Gary Bryant, Chief Financial and Information Officer
Ms. Janet Hill, Chief Operating Officer
Ms. Shari Langley, Chief Nursing Officer
Ms. Megan Michels, Administrative Office Assistant

Board President, Leon Gibson called the meeting to order at 5:30 p.m.

MOTION The minutes for the February 2018 meeting were approved with a motion by Mr. Vroman, second by Mr. Jacobs. Motion carried.

Mr. Ken “Moose” Maranda and Mr. Brian Gustafson, Coroner, presented to the Board to move the Coroner’s office into the Health Department. There will be some minor remodeling, but there will be no cost to Health Department. The remodeling would take approximately 2 weeks. This would be on days which would not impact Health Department Clinics. Mr. Gustafson stated there is not a lot of foot traffic in his office. Mr. Gustafson said there is 3 full time workers: himself, the chief deputy, and secretary.

MOTION A motion to have the Coroner’s office move to the Health Department was approved, with consideration that the Coroner’s office pay a portion of utilities and maintenance, was made by Mr. Langdon, second by Mr. Jacobs.

Motion carried.

Ms. Ludwig presented 3 quotes for time and attendance. Ms. Ludwig shared that our time clock at the Health Department is outdated and the other sites are filling out paper time sheets. After much discussion with the Board, it was decided to table the discussion until more information is collected and presented at next month's meeting.

Mr. Bryant went over the financial reports for the period ending February 28, 2018 with revenues of \$184,446 and expenditures of \$267,407 for a net loss of \$82,961 for the month of February and a loss of \$308,036 for the year.

Mr. Bryant went over the balance sheet. The Health Department's balance sheet shows a cash balance of \$4,051, and investments of \$1,128,000 and \$4,053 from the state. Mr. Bryant shared there are 3 payroll periods in the month of March. There are vouchers that need to be paid totaling \$36,245. The Department's projected cash balance for the end of March is \$763,797.

Mr. Bryant went over the grants receivable and pointed out that in December 2017 that stated owed the Health Department \$552, 039 and as of the end of February 2018 the amount has decreased to \$399,277.

MOTION The financial report was approved with a motion by Mr. Jacobs, second by Dr. Barron. Motion carried.

Ms. Ludwig shared that the 2018 Disaster Readiness Conference was approaching, and will be held on April 4th at the Waterfront Convention Center.

Ms. Langley shared that the Infectious Disease is fully staffed. Ms. Langley shared that IDPH complimented the Health Department on using IDPH as their resource and the work Infectious Disease Department is doing.

MOTION A motion to approve the Service Delivery Report made by Mr. Langdon, second by Dr. Barron. Motion carried.

Mr. Jacobs shared that he attend the School Link meeting and was impressed with the enthusiasm. Mr. Jacobs commented that Ms. Weeks was going to be doing some community outreach to get the word out about the program.

Ms. Ludwig shared an update on the Henry County Women's Health program. The start date for the program is Monday, March 19th. The staff

will be here Mondays, Tuesdays, and Thursdays. On Mondays it will be their supply day, so a nurse and clerical will be the only two here.

MOTION A motion to approve the Administrator's Report made by Dr. Barron, second by Dr. Maurus. Motion carried.
Ms. Ludwig shared there was a resignation for the 32 hour Program Assistant for Lead/WIC program. Ms. Ludwig shared that at this time we are not looking to fill that position.

Ms. Ludwig shared the monthly anniversaries.

MOTION A motion to approve the Human Resource Report made by Mr. Jacobs, second by Dr. Barron. Motion carried.

MOTION The claims were approved with a motion by Dr. Maurus, second by Ms. Varlas Teel. Motion carried.

The meeting was adjourned at 6:39pm.

Respectfully submitted,

Doug Vroman, Secretary, by
Megan Michels, Administrative Office Assistant

DV/mm