



**KENDALL COUNTY BOARD OF HEALTH
FEBRUARY 20, 2024 – BOARD ROOM**

I. CALL TO ORDER

Ms. Kelly called the meeting to order at 6:02p.m.

II. ROLL CALL

A quorum was declared by roll call.

Members present: Dr. Julie Conlin, Lynn Cullick, Jay DeMarco, Jordan Gash, Dr. John Gleason, Dr. Karin Gustafson, Karen Kelly, Andrea Mann, Bobby Richardson, Gabriella Shanahan, and Brooke Shanley.

Members absent: None

Staff present: RaeAnn VanGundy, Executive Director/Public Health Administrator; Arissa Hunt, Executive Assistant; Steve Curatti, Assistant Executive Director; Aaron Rybski, Environmental Health Director.

Guests: None.

III. APPROVAL OF AGENDA

Ms. Shanley moved to approve the agenda as presented. Ms. Shanahan seconded the motion. The motion approved unanimously by voice vote.

IV. APPROVAL OF JANUARY 16, 2024 REGULAR MINUTES

Ms. Cullick moved to approve the January 16, 2024 regular minutes as presented. Dr. Gustafson seconded the motion. The motion approved unanimously by voice vote.

V. INTRODUCTION OF GUESTS & VISITORS / PUBLIC COMMENT

Mr. Rybski was introduced as the Director of Environmental Health Services.

VI. EXECUTIVE DIRECTOR COMMENTS

Ms. VanGundy shared that she met this morning with Grundy County Health Department with Steve and Lisa to talk about shared resources and learning opportunities. One resource that may be able to be shared with us is their “In Plain Sight” trailer, which demonstrates where drugs can be hidden in a room in plain sight.

Ms. VanGundy stated that tomorrow at 2:00 pm, Governor Pritzker will give his budget address.

Ms. VanGundy shared that staff have been looking at new grants, one is a Juvenile Justice grant through DHS and another is a grant for law enforcement mental health.

Ms. VanGundy explained that staff are looking at a replacement for our current fund accounting system, MIP. Sage Intact is a cloud based accounting system that aligns with our goals and can streamline lots of processes. This would provide a good return on investment, as it would remove two current systems off of the server, provide more efficient work processes, and aid in documentation for grant reporting. The goal would be to purchase the system this year, and may remove the need to fill a recent vacancy. Staff will receive a demonstration on Thursday.

VII. BOARD COMMITTEE & ADVISORY BOARD REPORTS

A. Finance Committee



Dr. Gleason reviewed the minutes for Finance Committee. Noted was Sage Intact, a donation for scholarships, and bad debt at 0.3%.

Ms. Shanley moved to approve January vouchers totaling \$311,114.76. Ms. Shanahan seconded the motion. The motion approved unanimously by roll call vote.

B. Approve Finance Committee 02/14/24 Minutes

Ms. Shanahan moved to approve the Finance Committee 02/14/24 Minutes as presented. Mr. DeMarco seconded the motion. The motion approved unanimously by voice vote.

C. Accept Mental Health Advisory Board 09/06/23 and Environmental Health Advisory Board 09/12/23 Minutes

Mr. DeMarco moved to approve Mental Health Advisory Board 09/06/23 and Environmental Health Advisory Board 09/12/23 Minutes. Ms. Cullick seconded the motion. The motion approved unanimously by voice vote.

VIII. NEW BUSINESS

A. Environmental health Presentation – Aaron Rybski

Mr. Rybski explained that Environmental Health has varied services, one of which is Radon outreach and education. 50% of Radon tests in Kendall County come back above the EPA threshold for action/mitigation. EH has partnered with Rush University to aid with outreach and GIS Systems “to do our work better”. A new online order form has been implemented and allows for mailing of tests for just an additional \$2. Usually, less than 100 tests are sold each year, however in 1.5 months the new system has sold more test kits than all of last year.

B. Annual Report – Approve

Ms. VanGundy walked through the 2023 Annual Report.

Dr. Conlin moved to approve the 2023 Annual Report. Ms. Cullick seconded the motion. The motion approved unanimously by voice vote.

C. Annual Anti-Harassment Training and Certification

The 2024 Anti-Harassment Training video was shown to Board of Health Members. Members completed their certification forms.

IX. OLD BUSINESS

None.

X. ITEMS FOR BOARD DISCUSSION

- A. Newspaper Article(s): January is National Radon Action Month; KCHD accepting scholarship applications
- B. PSAs: January is National Radon Action Month; Scholarships for Kendall and Grundy County Residents

XI. EXECUTIVE SESSION

None.

XII. BOARD MEMBER ANNOUNCEMENTS/UPDATES

Ms. VanGundy noted that next month, the board will approve the Strategic Plan Update and discuss Personnel Committee chair and meeting time.

It was noted that past Board of Health member, Robyn Vickers recently lost her son.

XIII. ADJOURNMENT

Ms. Cullick moved to adjourn the meeting at 7:42 p.m. Dr. Gustafson seconded the motion. The motion approved unanimously by voice vote. The next meeting is March 19, 2024 at 6:00 p.m.

Submitted by:



Arissa Hunt, Executive Assistant

