



I. CALL TO ORDER

Ms. Shanahan called the meeting to order at 8:01 a.m.

Members present: Dr. Julie Conlin, Jay DeMarco, Karen Kelly, Dr. John Gleason, Gabriella Shanahan, and Brooke Shanley.

Members absent: None.

Staff present: RaeAnn VanGundy, Arissa Hunt, Katy Williams.

Visitors: None.

II. PUBLIC COMMENT

None.

III. EXECUTIVE DIRECTOR COMMENTS

Ms. VanGundy stated that the Local Health Protection Grant has had a 5 million dollar cut across all health departments in the state. Administrators are working together to ask for 30 million, in the hopes of getting the 5 million back. There is an increase in unfunded mandates, increases in TB and other communicable diseases, and the state is on the brink of a Measles outbreak. The LHPG is the only funding for communicable disease and it is exhausted in the first quarter. For comparison, Indiana spends 130 million dollars on their public health grant.

Ms. VanGundy shared that the Odd Fellows will be returning to the next BOH meeting to give another donation. Their hope is that the funding is used towards cardiac health programs or outreach.

Ms. VanGundy shared that Forbes reported the rate of inflation is 3.8%. As budget season approaches, it would not be unreasonable to ask for a 4% increase for staff.

Ms. VanGundy stated that LIHEAP is seeing some changes. This may lead to the cutting out of “the middle man” – like us. We would still process applications, but ComEd would automatically give the discount, we would not be cutting checks. There is currently a backlog of applications because of the ComEd account upgrade and the state system not “talking,” so all apps collected are being held until the issues are resolved.

Ms. VanGundy stated that we did receive an increase in Weatherization funding. We have had an auditor in to review our services, which resulted in only one finding (contractors using regular tape instead of mistick tape. Our staff currently have a very high production rate, and have moved to clients on the waitlist from 2022.

IV. REVIEW & APPROVAL OF VOUCHERS

Vouchers for February were reviewed. Board members inquired about a grant closeout payment, which was for reconciliation of funding paid in advance where we received more revenues than expenditures. If it was for LIHEAP, it was most likely a client who moved and didn’t use all of the awarded payment. Board members inquired about a \$80,000 check to JMT Consultants, which was the payment to build the new accounting system, Sage Intact. Next year’s annual subscription payment will be around \$30,000. The state is moving towards a grant reporting system called Amplifund, which requires a lot more documentation and Intact will provide the documentation with significantly less staff time spent to gather and submit it.

Dr. Gleason moved to send vouchers to Board of Health for approval. Mr. DeMarco seconded the motion. The motion approved unanimously by roll call vote.

V. REVIEW FINANCIAL REPORTS

Ms. Williams distributed copies of the 02/29/2024 Financial Report. Notable items include: Line 60 – State Grant Health Protection – the full amount of \$200,000 has already been received and spent. Line 70 – Behavioral Counsel Fees – increased rates were released just last week and next month’s reports will reflect January and February billing, Medicaid is paying as much or more than private insurance now. Due to the significant rate increases, we will be reviewing salaries and looking at future increases for licensed clinicians that provide these reimbursable services. Line 160 – Inspection Fees, Restaurants – annual permits were sent out in January and are due March 31st. Line 450 – Salaries, Overtime – this line item is solely for overtime spent by Facilities Management staff who took on some of the Mental Health buildout, which decreased the cost of the project around \$20,000 and we are paying the overtime for that cost-saving. Line 540 – Contractual Services – this includes the \$80,000 for Sage Intact as well as contracts with our psychologist and Solid Waste Coordinator, and other software subscriptions. Line 690 – Capitol expenditures – this is the line where the overtime funding was originally budgeted, but it had to be a sperate line, and will be reflected in the budget amendment.

The Public Health Emergency Fund balance was reviewed. The Emergency Fund has a balance over a 6 month reserve, mostly because of the \$350,000 prepayment for the 5 year Workforce Development grant.

The Homeless Prevention account has had no activity. Staff have been able to identify other sources of funding to support clients in need, including Homeless Prevention funding and funding through community partners.

VI. FISCAL AUDIT REVIEW REPORTS

Ms. Williams stated that Kate from Mack and Associates has asked about the CIFA, which suggests we may be at the end of the county audit. An audit last month was postponed. There is a homeless prevention audit next week. Another upcoming audit does not have any fiscal pieces. There will also be a site visit for Outpatient Fitness Restoration.

VII. EXECUTIVE SESSION – OPEN MEETINGS ACT (5 ILCS 120/2) SECTION 2 C ITEM (1) “THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY”

None.

VIII. OTHER/COMMENTS

Ms. VanGundy stated that staff have applied for a grant focused on Juvenile Justice. If awarded the requested \$130,000, it would fund a new position to work with schools to support youth and families. Currently, our area is not served by a program like this.

IX. ADJOURNMENT

Ms. Kelly moved to adjourn the meeting at 8:45 a.m. Dr. Gleason seconded the motion. The motion approved unanimously by voice vote. The next meeting will be April 10, 2024 at 8:00 am.

Submitted by:



Arissa Hunt
Executive Assistant