



I. CALL TO ORDER

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

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

Members absent: Jay DeMarco.

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

Visitors: None.

II. PUBLIC COMMENT

None.

III. EXECUTIVE DIRECTOR COMMENTS

Ms. VanGundy explained that the budget will show that a 5% increase is requested for salaries. The average private sector increase is 3.5%-4%, and we would like to add flexibility for retaining a quality workforce. There are some expected departures, especially in Community Health which will cause a bit of attrition.

Ms. VanGundy shared that the Local Health Protection Grant did not get the 5 million back into line items. However, IDPH received two 15 million line items with no clear explanation right now.

Ms. VanGundy stated that Homeless prevention got a bump in funding from the governor. Pass through funds will increase, as well as indirect costs will increase from 15% to 20%. This funding can be used to help continue LIHEAP type services after the LIHEAP funding runs out.

IV. REVIEW & APPROVAL OF VOUCHERS

Vouchers for May were reviewed. The large conference costs were for IACCA in Springfield. Attendance for these conferences are required, and a specific training line item in the grant provides funding for it.

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

V. REVIEW & APPROVAL OF FY2025 BUDGET

Ms. Williams shared a draft version of the FY2025 Budget. It is due to the county before the August Board of Health Meeting, so one more version will be reviewed in July.

Notable changes for Revenue include: Line 31 – Miscellaneous Income – decreased, refunds are being moved to the original GL. Line 50 – Local Health Protection – increased, due to a new grant for respiratory. Line 60 – Behavioral Health Outpatient – increased, due to increased revenues from reimbursement. Line 74 – Mental Health Juvenile Justice – new, have now received notice of award. Line 160 – West Nile – increased, due to previous year allocation. Line 220 – DHS FCM/HRIF – decreased, due to state not moving forward with “new” grant. Line 230 – DHS WIC – increased, received increased funding. Line 282 – Employment Barrier Reduction Program – decreased, narrowing focus of program funding to only vehicle repairs. Line 291, 292 – LIHEAP HHS, LIHEAP STATE – changed in equal amounts. Line 293 – LIHEAP Cares – program ended. Lines 294-296 – Weatherization – increased, increased funding. Line 299 – CSBG – expecting an increase. Line 321 – Child Care Mental Health Consultation – program ended in April of 2024.

Notable changes for Expenditures include: Line 500 – All Unit Salaries – increased, includes 5% raise and room for a paid intern for each department. Line 550 – Milage – decreased, less milage with removal of Caregiver Connections program. Line 567 – Operational Agreements – increased, due to Sage Intact. Line 660 – Employee Health Benefits – increased based on salary increase. Line 691-693 – LIHEAP – changed based on allocations. Line 695-698 – Weatherization – changed based on allocations. Line 700 – Employment Barrier Reduction Program – decreased, due to only vehicle repairs. Line 800 – Refunds – decreased, will go into original line. Line 810 – IPLAN – increased, due to planning year. Line 820 – CARF – increased, will be a site visit year.

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

VI. REVIEW FINANCIAL REPORTS

Ms. Williams distributed copies of the 05/31/2024 Financial Report. Notable items include: Line 10 – Property Tax – full amount received. Line 70 – Behavioral Counsel Fees – increased reimbursement. Line 400-440 – Salaries – low due to attrition.

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

The Homeless (PADS) Account was reviewed – no funds have been utilized since the beginning of the fiscal year. It is only used in an emergency when there are no other funding available.

VII. FISCAL AUDIT REVIEW REPORTS

Ms. Williams stated that the county audit is complete, and there were no findings for the Health Department. The Homeless Prevention audit returned with full compliance and no corrective action.

VIII. 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.

IX. OTHER/COMMENTS

None.

X. ADJOURNMENT

Dr. Gleason moved to adjourn the meeting at 8:40 a.m. Ms. Shanley seconded the motion. The motion approved unanimously by voice vote. The next meeting will be July 10, 2024 at 8:00 am.

Submitted by:



Arissa Hunt
Executive Assistant