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Jo Daviess County Health Department • 9483 US Rt. 20 West • P. O. Box 318 • Galena, Illinois 61036

Board of Health Meeting
Jo Daviess County Health Department Conference Room
Wednesday, January 4, 2023, @ 7:00 pm

1. **Call to Order** – Board President Peg Dittmar called the meeting to order at 7:00 pm.
2. **Roll Call** – Voice roll call was taken – members present: Peg Dittmar, Tracy Bauer (via zoom), Tara Redfearn, Merri Berlage, and Dr. Barbara Kepner (via zoom). Not present: Dianne Allendorf, Lisa Haas and Violet Naese. Staff present: Sandra Schleicher, Mary Jo Schoenberger.
3. **Approval of Minutes** – A motion to approve the minutes from the September 7, 2022, Board of Health Meeting was made by Merri Berlage and second by Tracy Bauer. All were in favor, motion passed.
4. **Citizens' Comments** – None.
5. **Financial Reports** – Public Health Fund 003, PH Catastrophic Fund 046, and Animal Control Fund 020 - Budget comparisons through November 30, 2022, were presented for review. Sandra Schleicher noted that we have reached the end of the fiscal year but this is not the final report. PH 003 Fees from Individuals account has improved since last year. In PH 046 more covid grant money will be coming in the future. Animal Control revenue for rabies tags came in more than projected and more than last year; expenses for Animal Control were higher than normal and came in over budget. Final numbers are expected in the next few weeks.
6. **Election of Board of Health Officers** – Peg Dittmar nominated Merri Berlage for Board President, Merri Berlage nominated Peg Dittmar to serve as Vice President, and Peg Dittmar nominated Tara Redfearn to serve as Secretary; Tracy Bauer second all nominations. All were in favor, motion passed.
7. **Unfinished Business**
 - a. Discussion and possible action regarding a recommendation of the Finance Committee to add a high, medium, and low risk retail food establishment license for users of a shared kitchen to the Environmental Health fee schedule – Merri encouraged the BOH members to attend the Finance Committee meeting where the fees will be presented. Peg stated that the fees of High Risk \$200/year, Medium Risk \$125/year and Low Risk \$75/year are fair compared to other counties in the state. Peg Dittmar made a motion to add high, medium, and low risk shared kitchen license fees to the fee schedule as presented; Tara Redfearn second the motion. All were in favor, motion passed.
8. **New Business**
 - a. Discussion and possible action regarding 2023 Board of Health and committee meeting schedule – Sandra stated the schedule is set up as every other month. The committee is required to have four

meetings per year. Tara Redfearn made a motion to accept the dates as presented; Peg Dittmar second the motion. All were in favor, motion passed.

- 9. Administrator's Comments** – Sandra reported there were over 50 positive covid cases last week but this week the number dropped to 7. There have been no additional deaths since the beginning of December. The Health Center continues to do testing by appointment. There are home tests available through ProjectAct. JDC is still at a medium level of covid cases and a high level for transmission. Lori Stangl and Sam Rojemann attended an emergency drill organized by Midwest Senior Care. The new software for Animal Control is behind schedule; we are waiting on the final data import. Sandra has been appointed to two state association executive committees.
- 10. President's Comments** – Peg assured everyone that she wants to stay active on the Board.
- 11. Board Member Comments** – Merri Berlage asked if the recent reporting that schools may need to track student partners has any impact on Public Health Departments. Dr. Kepner thanked Peg for her service as Board Chair.
- 12. Citizen's Comments** – Erin Keyser thanked everyone for their time and effort regarding shared kitchens.
- 13. Next Scheduled Meeting Date:** February 1, 2023
- 14. Adjourn** – Dr. Barbara Kepner made a motion to adjourn, second by Tara Redfearn. All were in favor, meeting adjourned at 7:31 pm.