



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

**Jo Daviess County Health Department Board of Health Meeting
Jo Daviess County Health Department Conference Room
Wednesday, February 7, 2024 @ 7:00 pm**

1. **Call to Order** – Board President Merri Berlage called the meeting to order at 7:00 pm.
2. **Roll Call** – Voice roll call was taken – members present: Don Hill, Tara Redfearn, Violet Naese, Merri Berlage, Lisa Haas, Peg Dittmar and John Creighton (John arrived 7:10pm). Staff present: Sandra Schleicher. Members absent: Dr. Barb Kepner and Tracy Bauer.
3. **Approval of Minutes**
 - a. A motion was made by Don Hill to approve the minutes from the November 1, 2023, Board of Health Meeting. Second by Peg Dittmar. All were in favor. Motion passed.
4. **Citizens' Comments** – Erin Keyser stated concerns she had with vendor license fees for her on-line farmers market. She stated she lost two vendors because the fees are too high. She would like the Board to come up with a logical solution.
5. **Financial Reports** – Public Health Fund 003 and Animal Control Fund 020 – Budget comparisons through December 31, 2023, were presented for review. Sandra Schleicher stated that we are at the beginning of the new fiscal year. Public Health is waiting on approximately \$70,000 from State of Illinois grants. Animal Control will soon begin receiving the funds from citations written through the courts.
6. **Election of Board of Health Officers** – Don Hill motioned to leave officers in their current positions--Merri Berlage as President, Peg Dittmar as Vice President, and Tara Redfearn as Secretary. Second by Lisa Haas. All were in favor, motion passed.
7. **Unfinished Business** – None
8. **New Business**
 - a. Discussion and possible action regarding appointment of Dr. Maria Hernandez as JDCHD Medical Director pending approval by Medical Associates -- Don Hill motioned to approve Dr. Maria Hernandez as JDCHD Medical Director pending approval by Medical Associates; second by Lisa Haas. All were in favor, motion passed.
 - b. Discussion and possible action regarding SIPA grant expenses -- Grant was awarded to all county public health offices in Illinois for workforce development. The Board discussed possible retention bonuses, an increase per hourly wage, and gym memberships for public health employees over the 5-year period (July 2023 to November 2027). John Creighton discussed his concerns with bonuses being issued.

Merri will discuss the legal issues with Chris Allendorf. This issue was tabled for discussion at the next BOH meeting.

- c. Discussion regarding costs of running the Health Department and fee study – Per John Creighton, there were numerous complaints about the higher license fees at the Executive Committee meeting held February 6, 2024. They would like to see a nominal fee for those who require and 2nd and 3rd license. Sandra Schleicher will gather fee schedules from other northern Illinois counties for comparison. Resident Keyser stated she took this issue to the Social & Environmental Committee meeting to make something happen; she would also like language addressing out of county and out of State vendor requirements.
- d. Discussion regarding food program licenses and fees – Peg Dittmar started the discussion by stating that complaints are not making their way to the Health Department, and since the State's definitions are vague, the county vendors need additional education. A letter from Environment Health went out to all vendors in December 2023 explaining the increase in fees. The last fee study done was in 2017; the Board would like to start by calculating a new schedule that reflects the expenses today. Possible meetings with vendors and County Board members may be a way to educate those affected.

9. Administrator's Comments – Sandra stated that Rosecrance is here in the office Mondays and Fridays and things are going well. Animal Control is busy with the new registration system and income reflects that. A \$14,000 Sharps disposal grant was received; disposal containers will be distributed in the county and kiosks will be installed. One kiosk will be installed on the front porch of the Public Health building. A MRC Grant for \$5000 was received for tracking volunteers and expenses that encompass that.

10. President's Comments – None.

11. Board Member Comments – None.

12. Citizens' Comments – A student from the county attended this meeting to fulfill a requirement from his Government class teacher.

13. Next Scheduled Meeting Date: April 2, 2024 at 7:00 pm

14. Adjourn – Lisa Haas made a motion to adjourn the meeting; second by Peg Dittmar. All were in favor. The meeting adjourned at 8:57 pm.