



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, March 5, 2025 @ 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, Violet Naese, Merri Berlage, Peg Dittmar, Lisa Haas, Dr. Barb Kepner and Dr. Maria Hernandez. Staff present: Sandra Schleicher. Members absent: Tracy Bauer and John Creighton.
- 3. Welcome Dr. Maria Hernandez**
- 4. Approval of Minutes**
 - a. A motion was made by Don Hill to approve the minutes from the October 2, 2024, Board of Health Meeting; second by Lisa Haas. All were in favor. Motion passed.
- 5. Citizens' Comments** – None.
- 6. Financial Reports** – Public Health Fund 003 and Animal Control Fund 020 – Budget comparisons through January 31, 2025, were presented for review. Sandra Schleicher stated that these numbers reflect 17 percent of the fiscal year. Public Health is waiting on grant money from the State of Illinois in the amount of approximately \$35,000 and expenditures are on track for the year. Animal Control is currently ahead of schedule with revenue and on track for expenditures.
- 7. Unfinished Business**
 - a. Discussion and possible action regarding ordinance adopting DACRA – Using the DACRA Municipal Enforcement System, which is administered by the Village of Warren, will require changes to the County ordinance. Terry Kurt, Village of Warren attorney, drafted an adopting ordinance for review. Sandra Schleicher and Merri Berlage will meet with Chris Allendorf to get more clarification on the process. The item will remain under Unfinished Business for the next meeting. No action was taken.
- 8. New Business**
 - a. Discussion and possible action to amend Jo Daviess County Code of Ordinances Title 5, Chapter 2 Food and Food Establishments – The State of Illinois adopted the 2022 version of the FDA Food Code in place of the 2017 version which was being used. These proposed updates correlate to the IDPH updates which went into effect in January 2025. After discussion and review of the changes, Lisa Haas made a motion to approve the changes to the Jo Daviess County Code of Ordinances Title 5,

Chapter 2 as presented; Don Hill second the motion. All were in favor, motion passed.

- b. Discussion and possible action regarding low cost spay/neuter program – The County currently has a Pet Population Fund where \$10 of every dog registration for unaltered dogs gets deposited to be used for a low cost spay/neuter program. A sample voucher was presented that would be taken to participating veterinarians; the vet would then invoice the county for the value of the voucher. At this time, the voucher only applies for dogs of county residents. After discussion and review of the changes, Don Hill made a motion to approve the proposed Jo Daviess County Spay/Neuter Program; Peg Dittmar second the motion. All were in favor, motion passed. The Board also discussed assisting the licensed cat rescues in the county by providing up to \$1000 each to help offset the cost of spaying/neutering rescued cats. There are currently two licensed rescues in the county. The rescues will provide Animal Control with receipts from expenses up to \$1000 for spay or neuter services incurred during the year for reimbursement. After discussion and review, Lisa Haas made a motion to approve up to \$1000 in reimbursement to each licensed cat rescue or shelter in Jo Daviess County for spay/neuter of cats in county fiscal year 2025; Dr. Barb Kepner second the motion. All were in favor, motion passed.
- c. Discussion and possible action regarding Animal Control Administrator/Deputy Administrator – To clear up confusion about the process of appointing an animal control administrator and deputy administrators, it was recommended that the Health Department Administrator be appointed permanently as the Animal Control Administrator by the County Board. Deputy Administrators can then be appointed by the Health Department Administrator as necessary. After discussion, Peg Dittmar made a motion to appoint the Health Department Administrator to be the Animal Control Administrator; Dr. Barb Kepner second the motion. All were in favor, motion passed.
- d. Discussion and possible action regarding SIPA grant retention bonuses – The SIPA grant was awarded in 2023 and budgeted to include monies for retention bonuses for Health Department staff. The funds were provided by the CDC through the State of Illinois Department of Public Health. The grant funds were received in December 2023 and have been included in the budget. After discussion and review, Peg Dittmar made a motion to approve a one time SIPA grant retention bonus of \$5000 to each current full-time Health Department employee. Employees must stay employed by the Health Department for 12 months following receipt of the funds. If they leave prior to the 12 months, funds must be repaid on a pro-rated basis; Dr. Maria Hernandez second the motion. All were in favor, motion passed.
- e. Discussion and possible action to approve 2025 meeting schedule -- After discussion, Lisa Haas made a motion to approve the 2025 meeting schedule as presented; Don Hill second the motion. All were in favor, motion passed.

9. **Administrator's Comments** – Sandra informed the Board that Samantha Rojemann has secured \$20,000 in Medical Reserve Corps grant funding for tick removal kits, first aid classes and kits, and emergency preparedness training and kits. The staff attended a violent intruder training and found some ways to better protect themselves. The nurses are providing services at the ARC and the County jail. They are also working with the

American Heart Association to implement a blood pressure monitoring program. An agreement was signed with the Stephenson County Wise Woman program for lab services. Sandra is on the mental health ad-hoc committee of the County Board. Environment Health is in the middle of their State review.

10. President's Comments – Merri reminded everyone that elections will be held at the next meeting. She welcomed Dr. Maria Hernandez who is filling Tara Redfearn's spot on the Board. She asked Lisa Haas to pass along any information she has about the dental program she is utilizing (Jet Dental and Smile Illinois).

11. Board Member Comments – Dr. Kepner would like to see more attention given to mental health in the County.

12. Citizens' Comments – None.

13. Next Scheduled Meeting Date: May 7, 2025 at 7:00 pm

14. Adjourn – Dr. Kepner made a motion to adjourn the meeting; second by Violet Naese. All were in favor. The meeting adjourned at 8:30 pm.