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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, October 6, 2021 @ 7:00 pm**

MINUTES

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, Merri Berlage, Don Hill, Hesper Nowatzki, Tracy Bauer, Lisa Haas, and Tara Redfearn
Not present: Dr. Barbara Kepner
Staff present: Sandra Schleicher, Lori Stangl, Samantha Rojemann, and Marcia Christ
Others Present: Dr Michael Wampfler, Brandon Behlke, and Garry Thompson
3. **Approval of Minutes**
 - a) Minutes from the September 1, 2021 Board of Health Meeting: Merri Berlage motioned to approve the Board of Health Meeting minutes, Don Hill seconded the motion. All were in favor, the motion carried.
4. **Citizens' Comments:** Dr. Wampfler referred to an article that he had submitted in The Flash, apologizing for any incorrect information that had been reported.
5. **Financial Reports – Public Health fund 003, PH Catastrophic Fund 046, and Animal Control fund 020:** Budget comparison financials through August 2021 were presented for review. There was discussion regarding Fund 046 COVID Grant expenses; the amount of wages and overtime that were included, and available funds still remaining.
6. **Unfinished Business**
 - a. **Discussion an possible action regarding COVID Grant Funding**

Peg Dittmar made a motion to reimburse Midwest Medical Center \$36,051.31 per the 876.5 hours of labor for past COVID clinics held at their facility, Hesper Nowatzki seconded the motion. Following further discussion regarding remaining grant funds and possible options for reimbursement of expenses to other entities for their services, members agreed that the amount of effort is appreciated equally; that tangible documentation would need to be submitted in order to consider reimbursement of funds.

The motion carried by a roll call vote. Ayes: 3 – Lisa Haas, Peg Dittmar, and Hesper Nowatzki. Nays: 2 – Don Hill and Merri Berlage. Absent: 1 – Dr. Barbara Kepner. Tracy Bauer and Tara Redfearn abstained from voting.

b. Discussion and possible action regarding COVID Vaccination Clinic

Agreements – Lori Stangl stated the contracts presented were kept generic for universal use of needed services provided, noting that EMS services were added to the contract as well. Peg Dittmar motioned to accept both contracts as presented, Hesper Nowatzki seconded the motion. Tracy Bauer and Tara Redfearn abstained from voting. The motion carried.

c. Discussion and possible action regarding Environmental Health Job

Descriptions – Sandra Schleicher discussed proposed changes to Environmental Health job descriptions; removing the wage listed and adding only that each position may serve as the Emergency Response and Community Outreach Coordinator as assigned by the Public Health Administrator to their list of duties and responsibilities. Following further review and discussion, Don Hill made a motion to approve the revised Environmental Health Job Descriptions as presented and wages will be determined, seconded by Tara Redfearn. Ayes 6 - Nays 1: Peg Dittmar. The motion carried.

7. **New Business:** Sandra discussed the upcoming booster clinic coming up next week, stating there were 230 doses available for those that received the initial Pfizer vaccine. There was some discussion regarding the booster vaccine and the reported possible concerns.

8. **Administrator's Comments:**

The 2022 Comprehensive Health Protection Grant application has been completed, signed, and accepted.

Gwen Stewart started her position as Animal Control Officer and is very pleased with Gwen's progress.

The new Health Department phone system and copier have been installed.

IEMA will be offering vaccine clinics.

She met with the County Grant Administrator regarding grant funding for courthouse improvements and she has requested the Health Department be included as well.

9. **President's Comments:** Peg stated that at the last Board of Health meeting the parliamentary procedures were thrown out. Peg stated she would like to see all Board of Health Members learn the Roberts Rule of Order and attend a webinar or some sort of training. Board members agreed they could learn from the training.

10. **Board Member Comments:** No additional comments

11. **Citizen's Comments:** No additional comments

12. **Next Scheduled Meeting Date:** November 3, 2021 @ 7:00 p.m.

13. **Adjourn:** Merri Berlage made a motion to adjourn the meeting at 7:59 p.m., seconded by Hesper Nowatzki. All members in favor, the motion carried.