

Fayette County Board of Health

Meeting Minutes

March 15, 2022

5:30 P.M.

Board Members Present: President Joe Wills, Vice President Katie Hayes, Secretary Julie Aderman, County Board Chair Jenny Waggoner, Beth Hoffman LCPC, Pam Parrish, Dr. Glenn Skow, M.D. via Go-To-Meeting, Kelli Blank, Tom Goodell, Joe Schaal.

Others Present: Kendra Craig, Administrator, Allison Satterthwaite, Tony Hicks, Kiley Depew, Jodi Smith, Heather Jackson, Elizabeth Washburn, Lacie Donaldson.

Call to Order

The Fayette County Board of Health met on March 15, 2022 at Fayette County Health Department. Joe Wills moved to call the meeting to order at 5:38 P.M.

Roll Call

Present: President Joe Wills, Vice President Katie Hayes, Secretary Julie Aderman, County Board Chair Jenny Waggoner, Beth Hoffman LCPC, Pam Parrish, Dr. Glenn Skow, M.D., Kelli Blank, Tom Goodell, Joe Schaal.

Quorum

A quorum of 10 members are present.

Minutes

Joe Wills has entered a motion to accept the minutes of November 30, 2021 quarterly meeting. Joe Wills entered the motion to approve minutes from the previous meeting. Waggoner carried the motion, Hayes seconded the motion. All were in favor: none opposed. Motion carried.

Those Wishing to Address the Board- None

Old Business

Kendra Craig presented the previously discussed bid of \$10,000 by Richie's Painting for the interior painting project as well as a new bid from Todd Orechovesky for \$7,000 to complete the interior painting of the building. The project will be completed in segments and could be a six-month process.

Joe Wills has entered a motion to approve \$10,000 budget for general maintenance, painting the interior of the building.

Waggoner carried the motion, Aderman seconded the motion. All in favor: none opposed. Motion carried.

New Business

Kendra Craig presented the pandemic policy and procedure. Staff is still testing first day of work every day. This is a standard policy put into place after having to close down the first of the year due to illness. Wills asked if we are doing half and half in the building to keep from illness spread? This policy was created and put into place to keep sick employees from coming to work.

Kendra presented the annual report. Annual report was not really lower in numbers and still ended on a positive at end of year. Annual Report does need to be approved to put on our website and to send to IDPH.

Joe Wills entered a motion to approve the annual report. Schaal carried the motion, Waggoner seconded the motion. All in favor: none opposed. Motion carried.

Administrators Report: Presented by Kendra Craig, Administrator

Pandemic policy and procedure became effective on December 16, 2021. This is a COVID policy for employees. Vaccinated and non-vaccinated.

If you are a close contact, you must follow these guidelines:

- Test daily and report by 8:15am to your supervisor.
- Wear a mask. A N-95 must be worn when seeing patients or clients.
- If symptoms arise, you must stay home or go home.
- Disinfect between clients and at the beginning and end of your work day.
- Contact supervisor immediately for further guidance.

If you have been sick, you must follow these guidelines before returning to work:

- Fever free for 48 hours before returning to work. A fever is defined as 100.4 or higher.
- All symptoms have to be resolved for 24 hours before returning to work including but not limited to headache, vomiting, fever, fatigue, stuffy nose, sore throat, shortness of breath.
- Test on 1st day back to work.
- Contact supervisor before returning to work.

Staff shutdown Policy and procedure created, which Tony will explain.

Employee of the month: December 2021- Rebecca Cade, January 2022-Jenna Townsend, February 2022-Elizabeth Washburn.

First case of Omicron in Fayette County was January 24, 2022.

I-Plan is now extended to a due date of February 2023. I-Plan is a lengthy process of gathering with community members and going over what we want to target for the next cycle. The hospital has to do a similar plan. Conference call for them last week and Kendra would like to recruit the same people.

Our Annual report was completed.

Executive order for schools changed on February 7, 2022.

Adding to report: Mowing bids from Arrow Valley and another bid from Donaldson Lawn Care. Arrow Valley bid \$114.54 every time and Donaldson Lawn care was \$65.00 per time. We will be using Donaldson Lawn Care.

Leadership met to discuss ARPA funds for dire repairs to keep our HIPPA file room in good shape. We are needing to repair due to leaking. We want to continue using the shed for vaccine clinics. Looking to improve the shed to make this more feasible. Wrote for grant to do additional lighting at the shed that has been approved. Powell's Electric will do the lighting on Friday. We will be completing an ARPA fund application to make those improvements. Joe Wills asked about cost and Kendra responded that we are getting bids. Hoffman asked what we store the records in and Kendra responded with Paper boxes. That the room is supposed to operate like an interior building room. Going to contact a couple of contractors for bids.

Home Care: Presented by Elizabeth Washburn, RN, BSN, Home Care Director

Home Health QAPI Report:

10/01/2021-12/31/2021 Patients Served: 106 patients

Falls: 10 total 4 with injury 6 without injury

- Common reason being position changes and bending over.
- Interventions: Keep items within reach, use a Reacher, asking for assistance, educate on changing positions slowly.
- Infections: 9. All 9 were urinary infections.
- Interventions: Education on proper peri-care, condom/Foley catheter care, signs and symptoms of UTI. Encourage fluids.
- Re-hospitalizations: 18 total admissions. 17% admission rate which is up from 15% last quarter.
- Monthly admissions rate %: October 15%, November 10%, December 7%. 17.2% is the national average of patients to be re-admitted.
- Most common reasons for Re-hospitalization: UTI, CHF, Covid-19, AMS, ARF, Anemia, hip abscess, dehydration, cellulitis, hypotension, GI bleed, cirrhosis, sepsis/pneumonia.
- Interventions: Offer Covid-19 vaccine and boosters to all patients as well as rapid testing. Education on early reporting of signs and symptoms to the nurse or therapist.

Hospice QAPI Report:

10/01/2021-12/31/2021 Patients served: 13 Patients

Falls: 12 Total 0 with injury 12 without injury

- Common reason being unassisted gait and transfers.
- Interventions: Addressing patient safety concerns to proper outlets, stress gait belt use and always having assistance when transferring and walking.

- Infections: 0 total.
- Interventions: Continue conservative use of catheters.
- Spiritual Care: 2 surveys returned. Both caregivers reported that the **right amount of support** was provided. 0 were reported as **too little support**.
- Interventions: Offer spiritual care at start of care and throughout the episode of care, assess spiritual needs for patient and family as patient's condition declines.

Wills entered a motion to approve QAPI reports. Waggoner carried the motion and it was seconded by Hoffman. All in favor; none opposed. Motion carried.

Home Health Financials:

- Patients served FY 2022 is 62.83, FY 2021 is 66, FY 2020 is 60.50, FY 2019 is 66.92
- Total number of visits FY 2022 is 483.83, FY 2021 is 466.1, FY 2020 is 432.08
- Monthly profits averages FY 2022 is \$29,382.13, FY 2021 is \$20,842.15, FY 2020 is \$26,967.32, FY 2019 -\$6,729.39
- Profit for Medicare FY 2022 is \$79,267.74, FY 2021 is \$250,105.78, FY 2020 is \$323,647.89 and FY 2019 is \$164,262.43
- Number of referrals for FY 2022 is 35.17 which is up from FY 2021 of 31.17, FY 2020 is 20.92 and FY 2019 is 23.17

Hospice Financials:

- Patients served FY 2022 is 8.67, FY 2021 is 8.08, FY 2020 is 7.83, FY 2019 is 12.33
- Total number of visits FY 2022 is 69.33, FY 2021 is 47.75, FY 2020 is 47.92
- Monthly profits averages FY 2022 is \$13,098.72, FY 2021 is \$7,978.62, FY 2020 is \$9,000.29, FY 2019 -\$759.68
- Profit for Medicare FY 2022 is \$31,489.75, FY 2021 is \$95,743.39, FY 2020 is \$108,003.50 and FY 2019 is \$41,505.65
- Number of referrals for FY 2022 is 4.67 which is up from FY 2021 of 4.00, FY 2020 is 4.17 and FY 2019 is 4.92

Updates:

New hire Brandy McCormick as Homecare Office Asst. began 2/28/2022.

CMS Omnibus Covid-19 Staff Vaccination Mandate passed Supreme Court 5-4 and went into effect on 1/27/2022.

Home Health was awarded the Patient Satisfaction 2021 Award of Distinction for scoring in the top 25% of all Fazzi clients nationally for patient's satisfaction and likelihood of recommending the agency.

Public Health Report: Presented by Allison Satterthwaite RN, BSN, CIC, Public Health Nurse Supervisor

We have administered 1,324 COVID vaccines from 11/1/21 to 1/31/22.

November 2021: 686 (18 were pediatric), December 2021: 439 (19 were pediatric), January 2022: 243 (7 were pediatric).

We currently have 2 full-time and 1 part-time COVID investigator. IDPH staff (7) is assisting with rapid testing and COVID vaccine clinics. (currently 3 IDPH staff until Friday 3/18/2022).

Total COVID cases as of 1/22/22: 6,682 (little over 7,000 as of today) Total Deaths as of 1/22/22: 88 (98 as of today).

As of 1/22/2022 New cases per 100,000 (2157 per 100k) | Test Positivity: target less than 8% (17.3%)

Simple report shows 2.2% current positivity rate. Since CDC has made changes to guidelines, it is messing with the numbers somewhat due to at home test kits. Going away from looking at that positivity rate number.

Salesforce: New process went live 1/13/22. All positives receive a SMS Text message. Now able to use a new prioritization dashboard to focus on specific areas (ages 0-18 years old, Congregate settings, schools, unreachable SMS).

Other Public Health Immunizations: November: 156, December: 171, January: 183

Labs Drawn: November: 54, December: 51, January: 44

Paternity Tests: November: 2, December: 4, January: 8

Foot Care: November: 23, December: 12, January: 20

Hearing & Vision Screens: November: 1, December: 0, January: 0

Flu Vaccine Total: 961; 523 (regular), 438 (high-dose)

FIT Testing: 40/100; 10 completed- all negative

Hep B Outreach: met goal; continue education and vaccines as indicated

December Rotary Club-Program presentation. Presented on FIT testing and Hep B as well as Covid-19.

Top Communicable Disease Timeframe: November 2021 to January 2022	
Chlamydia	4
Rabies, Potential Human Exposure	1
Hepatitis C, Chronic	1

EMA/ Human Resources Report: Presented by Tony Hicks, EMA Director/ HR Coordinator

Gene Iler- Certified tank inspector.

December 10th a tornado touched down in Northern Fayette County. 14 homes damaged in this occurrence. The route was followed from Bingham up through Ramsey Park and on to North East corner of the county.

Illinois Fire Service Institute: ICS 300/400 January 1/3-1/7

IEMA Principles of Emergency Management- 1/13

CoRE Pipeline Safety Course completed 1/25

LEPC/ VOLUNTEER meetings cancelled due to Covid

IL-CATT and TEPW to IEMA- New variable EMPG Grant

Certification complete for Red Cross Caseworker. Also working to recruit 4 other people who are currently working on training.

Vandalia School Safety Committee Meeting 1/26- discussed cameras, and communications needed.

StormReady- NWS. Still working on this, being headed by Bill Howard. We reach out to the community to make sure they are prepared and ready to help.

IEMA Region 9 Meeting- snowed out and will be virtual this Friday

National Weather Service Storm Spotter Class on March 29th at Methodist Church in Vandalia open to all who are interested in knowing more about spotting storms or reporting to the NWS.

EMPG 3rd Quarterly submitted- still waiting on check for 2nd quarter.

Dive/Communications Truck Updates: Dive truck is complete. We just need to remove lettering and its ready to go. Communications truck still needs a lot of work.

Onboarding of three new employees- Rikki Howard, Julie Graumenz, Danielle Willms (4 as of now, Brandy McCormick joined us as well).

FMLA- One employee, Incident Report-One IDPH employee

Emergency Temporary Standard- still on hold

Policy update: FCHD Outbreak Closure Policy

- The Fayette County Health Department's Public Health Administrator, along with its Board of Health members, may elect to voluntarily suspend operations when a case of an outbreak, exposure to outbreak, or an outbreak has occurred in the workplace. This would allow investigation of the exposure and thorough cleaning and disinfection. These agency representatives may elect to do this if the exposure is in a worker, customer, or visitor of the workplace.

- Fayette County Health Department has the authority to close business operations while an exposure is being investigated or an outbreak of 20% positivity/close-contact is being managed, especially when it has become an imminent hazard to workers.
- Criteria for making a determination for closure will include the size of the workforce, the number or percentage of the workforce impacted, the vulnerability of employees/customers/patients who visit the Health Department to severe outbreak infections, or many other local factors, including the epidemiology of disease spread in the community at large.
- Fayette County Health Department may vary in its specific requirements for workplace outbreak investigations, reporting, and suspension of operations.
- The decision to lift operations of the Fayette County Health Department due to an outbreak will be made by the Public Health Administrator and will be determined by the following factors:
 - Total number of FCHD employee outbreak/pandemic positivity/close-contact is less than 20%.
 - Number of employees determined as close-contact which have tested negative with no symptoms of outbreak/pandemic.
 - Number of employees interviewed that have tested negative and do not show signs of symptoms relating to outbreak/pandemic.

Joe Wills Has entered a motion to approve the pandemic/outbreak policy. Aderman carried the motion, Parrish seconded the motion. All were in favor: none opposed. Motion carried.

Financial Report: Presented by Kiley Depew, BS, Finance Director

Gross profit from December 2021 to January 2022 of \$567,551.52

Total expenses from December 2021 to January 2022 of \$365,874.35

Net Income: \$201,677.17

83.3% of our budget still remaining

Cash Reserve: 9 months

By Department	Gross Profit	Total Expense	Net Income
Administration	\$0.00	\$19,533.31	-\$19,553.31
Emergency Response	\$11,752.93	\$15,127.45	-\$3,374.52
Environmental Health	\$14,467.26	\$11,937.55	\$2,529.71
Home Health	\$143,502.04	\$121,927.00	\$21,575.04
Hospice	\$56,123.60	\$34,388.26	\$21,735.34
Maternal Child Health	\$113,259.92	\$96,790.07	\$16,469.85
Public Health	\$214,230.79	\$66,170.71	\$148,060.08

Monthly ending A/R: ending at 79,950.68 (Currently as of end of February the A/R is 56,000).

Grant updates: In the 3rd quarter now. Those that show no payments are ones that were just approved.

Environmental Report: Presented by Jodi Smith, BS, LEHP, Environmental Health Director

- Food permits issued total: 0
- Inspections total: 19
- Follow-up inspections: 1
- Pre-openings: 0
- Complaints: 0
- Temporary inspections: 2
- Tanning/Body Art inspections: 0
- Private sewage plan approvals: 11
- Private sewage installations: 13
- Private sewage inspections: 10
- Complaints: 0
- Potable water well permit total: 3
- Potable water wells constructed: 3
- Potable water inspections: 2 and 0 complaints
- Private water samples: 17
- Non-Community water samples: 0
- Sealed wells: 2
- West Nile Virus birds collected: 0
- West Nile Virus mosquito batches tested: 0

Cottage Food Law was updated and went into effect on 1/1/2022.

Maternal and Child Health: Presented by Heather Jackson, RN, MCH Director

Active WIC clients 2020 average of 557. August 2021 active WIC clients totaled 478, September 467 and October 478.

New breast feeding peer counselor in September, Rebecca Cade.

Family case management totaled 184 average cases in 2020. August 2021 active families totaled 165, September 169, and October 170.

Updates:

- Genetics
 - In-person clinics continue every 2 months
 - Grant agreement signed – now making up time from start of FY22
- Lead
 - No changes

- WIC (Women, Infants & Children)
 - Emergency declaration continues – will still have to offer no-contact visits until July 14, 2022
 - It has been almost 2 years since we have had to see clients in person
- FCM (Family Case Management)
 - Continues under same emergency declaration as WIC
 - Review completed – 3 findings for 3 agencies (Bond, Clinton and Fayette)
- Doula
 - Moved back to virtual group, continuing in-person visits (now are back to in person group).
 - Births depend on hospital policy and seem to change weekly
- HFI (Healthy Families Illinois)
 - In-Person visits
 - 3rd Home Visitor hired and working through trainings

Healthy Families of IL Grant has become competitive. We do get extra points in the application for being a pioneer so to speak. We also get 10 extra points for being a Priority 1 county due to drug use.

Votes:

Wills entered a motion to approve staff reports, Schaal carried the motion, Goodell seconded the motion. All in favor; none opposed. Motion carried.

Any other discussion:

Kendra did mention at this time that we are discussing the ability to take on Jail nursing at the County Jail. Waggoner stated that this is a huge liability and that it is not worth it. Wills asked about Insurance cost due to this? Waggoner stated that the big corporations would be the ones that would approve the insurance.

Closed Session: None

Adjournment:

Wills entered a motion to adjourn meeting. Waggoner carried the motion, seconded by Schaal. All in favor; none opposed. Motion carried.

Meeting adjourned at 7:00 P.M.

Next regularly scheduled Board of Health Meeting will be May 17, 2022 at 5:30 P.M. in Health Department Classroom.