



Fayette County Board of Health

Meeting Minutes

August 20, 2024 at 5:30

Members Present

Joe Schaal

Kelli Blank
Julie Gordon
Julie Aderman

Matt Philbrick
Tammy Sasse
Glenn Skow

Members Absent

Pam Parish

Joe Wills

Staff Present

Kendra Craig- Administrator
Kiley Depew-Director of Finance
Heather Jackson-Director Maternal Health
Allison Satterthwaite- Director of Public Health/home visiting programs
Jenna Townsend-Director of Home care
Jodi Smith- Director of Environmental Health
Rikki Howard-Recorder - HFI

J Aderman called the meeting to order at 5:35 p.m. Roll was called and a quorum was confirmed to be present.

Motion to Move to Closed Session-Personnel-

J Aderman asked for motion to move to closed session at 5:40 p.m. J. Schaal carried the motion M. Philbrick second motion all were approved: none opposed

Motion to Move to Open Session N/A

At 6:20 J. Aderman asked for a motion to reconvene into open session. M. Philbrick carried the motion, T Sasse seconded the motion. All were in favor: none opposed.

Discussion and Possible Action to be Taken Upon Personnel Issues Discussed During Closed Session: all approved on plan discussed and K Craig states ok to proceed. All in favor, none opposed

Minutes of November 21,2023

J Aderman asked for a motion to accept the minutes as submitted. J. Schaal carried the motion, M. Philbrick seconded the motion. All were in favor: none opposed.

Those Wishing to Address the Board

None

Old Business: Roof

K Craig states that the roof is still needing addressed and still only have the 2 bids of 89k for health dept and 104k for the west shed. K. Craig discussed that she talked with Latisha and no TIF money is available to us because we are not in the TIF district. They are still looking for possible grants but not looking promising since Fayette County makes too much money. They are looking to see where funds may be available to help. K Craig suggest tabling it for now, J Schaal asked who owns the building if it was county or health dept K Craig responded we do. J Schaal asked how many bids we received K Craig stated one on each building.

New Business: No new business.

Staff Reports

Administrative Report

K. Craig discussed that Allison is our new Director of Home Visiting Programs. We have opening for house keeper Marsha since her last day is Friday. Jenna will be taking over the tobacco program so Allison can dedicate more time to the HFI/Doula program. Aubrey went from prn to PT. Second round of bonuses will be based on evaluations and will be given in Oct. or Nov. Kiley will be conducting monthly HIPPA meetings the 1st Thursday of each month. Recognition days for CNA's, BFPC, and finance. Record disposal was completed on July 24th and room is now organized ready to go and dry. County budget has been accepted. Genetic cancer grant has started. Beth Cox has been doing social media post for it and getting lots of interest. Staff education day is set for Sept. 19th

Home Care QAPI: Jenna states that they experienced 11 fall 4 with injury, 7 without. Most common reason was unassisted transfers and patients not following doctor ordered activity restrictions. Interventions to educate on need for assistance with transfers and educate on following activity restrictions. There were 3 verified infections down from previous years, all were urinary infections. Intervention is to educate caregivers on proper foley catheter care and educate on proper peri care.

Rehospitalizations total was 8, which is down from last quarter. Most common included UTI, femur fracture, respiratory failure, CHF, pneumonia, NSTEMI, colon perforation. Intervention to educate on fall prevention and educate on compliance with medications and vital sign/weight logs.

Hospice experienced 1 fall. Interventions to continue to educate about fall prevention/assistive device with disease progression. Hospice had 1 infection, cause improper drain care/cleaning intervention educate with written verbal and demonstrative care at start of care and throughout care. Spiritual care had 6 surveys returned all reported the right amount of spiritual care. She states that numbers are looking good for the year as well as referrals. Hospice volunteer training September 17th, no staffing updates.

Motion to Approve QAPI report for Home Health and Hospice

J. Aderman asked for a motion to accept the QAPI report as required by the state of IL. J Schaal carried the motion, T. Sasse seconded the motion. All were in favor: none opposed.

Public Health and Home Visiting Report: Allison reported that the state's new investigation reporting system went live in July. They have seen an increase in immunizations due to back-to-school flu and covid vaccination reservations have been made for new respiratory season, no date for arrival. IDPH VFC compliance audit was 7/15/24 received a great report no follow up actions required. State says we are one of the star locations.

Applied for FIT grant again had hiccup last year with expired test which caused a huge delay. On target for Invitae-genetic cancer screening. Making sure to state they still need to continue with the regular recommended screenings.

Home visiting programs: change in program director 7/1/24. 7/11/24 HFI/Doula had quarterly party, had lots of parent child interaction playing in the foam. Requested change in HFI accreditation pushed back past march. Nichole and Allison continuing required education. Monthly invoices have been submitted. TA support for HFI doula in person on 7/29/24 they gave huge kudos to Kelly and Katie and the team on being a star program. Mental health consultant meets monthly with team as a group and individually. HFI case load is 46 with 231 visits. Doula Katie and Allison completed quarterly and monthly submission requirements. 7/23/24 hosted breastfeeding picture event. 11 moms participated. Michelle became DONA certified 6/30/24, which is a long 3-year process, so congratulations to her.

Financial Report: Kiley states that right now they are showing a profit of \$454,466 and an income of \$2,186,355 which is a 9-month cash reserve. Expenses \$1,731,889. As of end of June most grants are paid out waiting on Doula which is always a little behind on paying. States that insurance billing shows approximately 6k services provided. K. Craig states still working with BCBS to work out difficulties in billing and payments they are at 120 days.

Environmental Health Report: Jody Smith preented they issued 16 food safety permits most for the fair and 4th celebration. Tanning and body art 1 is closing but 1 is replacing it. Private sewage is still slow right now, same with potable water. Vector: every Tuesday and Friday collect and freeze mosquito to test 1 positive batch in county so far. Tick grant increased doubled to 8k this year. Still required to do 6 drags a year 2 must be in fall and 2 in spring. Last years results should be in in 2 weeks.

Maternal and Child Health Report: Heather Jackson gave report. She states all numbers for WIC and Family Case management look good. They are above case load. August numbers for lead are high due to back to school. No genetics clinics because Doctor did not get license renewed for IL

in time and it expired but it should be fixed soon as it has been expedited. Two staff members will be on maternity leave starting in October and working on covering schedule.

Motion to Approve Staff Report

J. Aderman asked for a motion to approve staff reports. M. Philbrick carried the motion, J. Schaal and T. Sasse seconded the motion. All were in favor: none opposed.

Discussion to approve a new Vice-President, M. Philbrick nominated J Schaal. T. Sasse seconded. He accepted all in favor.

Motion to Move to Closed Session-Personnel-5 ILCS 120/2(c)(1) n/a

Not needed

Motion to Adjourn the Meeting

At 6:42p.m J. Aderman asked for a motion to adjourn from open session. M Philbrick carried the motion, T. Sasse seconded the motion. All were in favor: none opposed.

Next Meeting

Next meeting will be held on November 19, 2024 at Fayette County Health Department Classroom at 5:30 p.m.

R Howard – FCHD Staff