

**Proceedings of the Regular Meeting
Clark County Board of Health
July 21, 2008**

The Board of Health met in Regular Session at 7:20 p.m. in the Health Department building at Martinsville. President Yeley called the meeting to order following a dinner to honor the nine year service of Sandi Ramsay and Butch Yeley, retiring directors. In addition to the guests listed below Jane Grey and Maggie Honnold, CCHD employees attended. Yeley requested the secretary to call the roll. Present was Dr. Darlene Hildebrand, Dr. Amy James, Barbara Kannmacher, Dr. Steven Macke, Ted Perillo, Sandi Ramsay and Butch Yeley. Greg Hosch was absent. The secretary declared a quorum present. Also attending was Cathy Hayden, CCHD Administrator, Jerry Lowery, County Board, Linda Yeley, Beth Macke, and Pam Sims, CCHD.

Lisa Lowery was recognized and seated as the County Board's newly appointed director. Ms. Lowery will replace Sandi Ramsay on the Board.

Motion by James and second by Kannmacher to "approve the minutes of the May 12, 2008, Regular meeting as corrected. The correction being a change from "The Vice-President" to "The President" in the second sentence of the second paragraph." The President called the question and on a voice vote all the members answered "aye." The motion was declared passed.

Yeley reported on the progress of the department's roof replacement. As President, Yeley has been overseeing the project on behalf of the Board. He detailed the problems that exist on the original roof, the lack of ventilation and how the problems will be solved. He is also pursuing a claim with the original shingle manufacturer.

Hayden informed the Board that Dennis Simonton, States Attorney, has signed a waiver to allow the Illinois Appellate Prosecutor to represent the Clark County Health Department in filing a motion (on behalf of all Illinois Health Departments) to quash subpoenas requesting information on lead screening.

County Board member Lowery updated the Board on the Federal Emergency Management Agency (FEMA) actions regarding the recent Old York/Darwin flooding. FEMA has issued checks to some residents for damages.

Financial reports were presented for review. There were several comments about the financial stability of the Department and Ramsay cautioned the Board to continue maintaining a minimum reserve equal to six months of expenditures, at all times, given the instability of the State grants. She emphasized that the County levy represents approximately 20 per cent of our total budget and we need to always be prepared to cover expenditures from our reserve and avoid layoffs or the reduction of services to our County residents.

The June and July claims were presented for consideration and approval. Questions were fielded by Hayden and Sims. Motion by Perillo and second by James to "approve the June and July claims as submitted." The President called the question and on a voice vote all the members answered "aye." The motion was declared approved and the claims list signed.

Cathy reported on the bidding for the Health Department roof replacement and heard that Pam Sims had reviewed all the bids to be certain they were comparing "apples to apples" and they are confident the materials, etc. are comparable. Cathy has contacted a contractor to begin the replacement this next weekend.

Hayden updated the Board on the mosquito abatement program. Casey and Martinsville are using our fogger without charge but they are buying the larvacide @ \$42.73 per gallon from our surplus. Mosquito traps were recently set in Darwin, West Union, York, Martinsville and Casey and the testing of five dead birds in the County have not shown the presence of West Nile.

Heard from Hayden that the Department will not apply for a dental sealant grant next year and the \$700.00 we received this year is being given to Sarah Bush Lincoln Health Center for servicing Clark County residents.

The Board had a lengthy discussion about the continuing function of the Board while a replacement for Yeley is appointed and given Director Hosch's absence due to health reasons. Ramsay and Yeley have consented to continue until the replacement is named. There were various concerns voiced that the Board remain stable, and a President available to sign documents until the transition is complete. Perillo asked that the County Board be given another month to fill Yeley's position. He asked if there were a minimum number of Board members required and Ramsay said the Statutes do require a minimum of eight but do not appear to preclude a higher number. Motion by James and second by Macke that "the present officers continue to serve in their respective offices for two months, or until all Director positions are filled." The President put the question and on a voice vote all the members answered "aye". The motion was declared passed.

Revisions and new Administrative policies were presented for approval. The policies were discussed individually and Hayden fielded the Board members' questions. Motion by James and second by Macke to "approve the revision of policy #101 and #109 and new policies numbered 116, 117, 118, 119 and 120." The President put the question and on a voice vote all the members answered "aye". The motion was declared passed.

Sims spoke about policy development for the Property and Equipment Disposal and five others that need to be addressed. She reported that she is currently drafting them for the Board's approval at the September Board meeting. They should be ready for distribution to all members in the next few days.

Hayden reported that the 2009 budget presented to the County Board had been revised to reflect a reduction in the Mosquito Abatement program. Motion by Lowery and second by James to "approve the budget with the revision". The President put the question and on a voice vote all the members answered "aye". The motion was declared passed.

A flood report was given by Hayden. Heard that a weekend tetanus shot clinic was held in West Union, larvacide was offered to residents and none accepted it, and mosquito traps were set to test for West Nile. Dr. Macke asked for clarification on what shot was given and suggested that in the future we give the full DPT instead of just tetanus. Yeley reported that aerial spraying was done for active mosquitoes. He voiced concern that the spraying does not kill unhatched larvae.

Hayden reported that they had interviewed three people for an AmeriCorps worker. This is a full-time position that will cost the Department \$8,000.00 and no benefits. They have decided on the candidate they wish to hire and are working out the details to get her on board. These positions are geared toward students and they receive minimal annual pay and insurance. It is similar to the Peace Corps workers but this program is domestic.

Cathy requested that the Personnel Committee meet and review the Staff Nurse Job description. Ramsay said the Committee consists of Hildebrand, Hosch and Ramsay. Yeley addressed Committee appointments and made no changes except to name Lisa Lowery to the Personnel Committee to replace Greg Hosch. Ramsay was asked to schedule a Personnel Committee meeting prior to the September Board meeting.

Motion by Hildebrand and second by Macke to adjourn. The President put the question and on a voice vote all the members answered "aye." The motion was declared passed and meeting adjourned at 8:23 p.m.