

**Whiteside County Board of Health
Minutes of the Regular Meeting, January 5, 2021**

Members Present: Howard Melchi, Dr. Mark Mench, Rick Cavazos, Karen Nelson, Dr. Robert Whittaker, Dr. Mathew Mathew, Cindy Zander

Members Absent: Margo Myers

Staff Present: Cheryl Lee, Kimberly Good, Steve Brenner, Peggy Blase, Staci Shaffer, Savannah Davis, Tina Hodge

The meeting was called to order at 7:00 p.m.

No hearing from the public.

Dr. Robert Whittaker made a motion to approve the October 27, 2020, regular meeting minutes, and the November 24, 2020, special meeting minutes, seconded by Karen Nelson. The motion passed unanimously.

Correspondence: An encouraging letter and donation from Diane Sikes, in memory of her mother, to the WIC Program.

Administrator Report: Cheryl Lee

Cheryl shared on the 340B program's current situation which is that, since COVID started, 340B has decided to remove their discount and, as a result, some pharmaceutical companies have stepped back from the program. HHS has stated they feel the 340B program is not honoring their contract and is currently in talks with the 340B program to resolve the issue. Cheryl then shared that there has been movement in MAT Program expansion into Lee County. She explained that we were offered the opportunity by KSB Hospital's Tri-County Project Open due to our success with the MAT Program. Cheryl stated that Lee County Sheriff's office has offered us free space for the expansion. She stated that we will be assessing all aspects involved to accommodate this expansion, and when all aspects are in place, will seek an approval from HRSA to change our scope for this expansion. Cheryl went on to share that our Strategic Plan goals for this year will remain the same as last year since, due to COVID, we had to put our regular goals aside this last year. One goal we did get accomplished was to clear the Mills property. Cheryl shared the Sue Drey, a long time nurse with the Whiteside County Health Department, will be retiring in February. Rather than replace her position, Cheryl stated we will be reorganizing staff to fill the void. Cheryl shared that the Mills property is ready to be deeded to the County. We are waiting on the final letter for this. She will bring that to the Health and Social Services meeting in February to determine the proper procedure for this. Cheryl then shared that

we are in the process of preparing our annual UDS report, which is due in February each year. Cheryl then moved to COVID vaccination process and shared some frustrations with that. We are currently in 1A and the state will not allow us to move into 1B until the entire state has completed 1A. Cheryl shared some of the frustrations we are facing which include not knowing how many doses we will get each week, having to use the entire vial in one go or it gets wasted, and complaints from people wanting the vaccine but who don't meet the 1A qualifications. She stated that it is very difficult to plan ahead within these circumstances. Cheryl shared that we held a rapid test clinic before Christmas and New Year's and that those went well. She stated we will continue the rapid test clinic this Friday as well. Cheryl responded to a question regarding how many of our own staff would qualify for the vaccine by sharing that approximately 110 would qualify. She went on to say that 62 staff have received the vaccine as of today, with six more in waiting. She stated that the vaccine is voluntary. Cheryl responded to a question regarding whether we have received guidance on whether people who have had COVID should get the vaccine or not. She stated IDPH says yes as long as they are not in that 10-day infectious period. Cheryl also explained that we are not able to use antibody tests to determine if people should get the vaccine or not due to not being able to determine the level of protection. She said the CDC urges that we report any adverse reactions we identify. Cheryl states we are prepared in the event we have someone who has an adverse reaction.

COO Report: Kimberly Good

Kimberly shared that the "Know Before You Go" campaign, which was the two days before the Christmas and New Year holidays, we tested 755 rapid tests and found 127 positives. Regular PCR testing has decreased from approximately 300 to approximately 170 per week. Kimberly stated the total number of COVID tests we have performed to date is 4,797 with 758 positives. She clarified that these numbers are only the ones we have tested here at our clinic, and do not include county wide number. Kimberly shared that provider productivity is up. She stated there has been a decrease in no-show rates. Kimberly shared that behavioral health is still doing 40-50% telehealth visits, with medical doing 35%. She went on to say that the dental clinic is back to doing cleanings on all age groups. Kimberly states we are continuing with one hours visits to allow for proper sanitizing between appointments and to prevent overcrowding in the waiting room. She explained that all dental staff are fitted for N95 masks. Kimberly shared that MAT program is up to 94 active participants. She also shared that, due to COVID, we are seeing an increase in mental health issues, as well as an increase in children needing medications.

Public Health Report: Staci Shaffer

Staci shared the contact tracing continues. She explained that we have had some changes to the quarantine guidelines, so we are working with schools to implement these changes.

She went on to say that it is still best practice to do a 14-day quarantine, but that there are other options for special circumstances, and these will be looked at individually.

Board Education: None

Committee Reports:

1. Finance: Peggy Blase reported on the following:

Public Health Fund:	November 1, 2020	Beginning Balance	\$ 575,786
		Receipts	\$ 986,671
		Expenses	\$1,346,283
	November 30, 2020	Ending Balance	\$ 216,174
Animal Control Fund:	November 1, 2020	Beginning Balance	\$145,390
		Receipts	\$ 29,936
		Expenses	\$ 26,511
	November 30, 2020	Ending Balance	\$148,815

Peggy shared that November expenses were exceptionally high due to grant money, as well as some budgeted money, needing to be spent by November 30 to be turned in for December. Peggy explained that the grant requirements skewed the numbers.

Rick Cavazos made a motion to place the Public Health Finance Report on file as presented, seconded by Dr. Mench. The motion passed unanimously.

Cheryl shared that our drive through tent that we have been using for COVID testing was destroyed in the last snow storm.

2. Personnel: Cheryl explained that the original salary schedule amount of 95% that had been previously approved is needing to be amended to 90%.

Dr. Mark Mench made the motion to amend the salary schedule to 90%, seconded by Rick Cavazos. The motion passed unanimously.

Regular Business:

1. Cheryl presented the 2021 meeting schedule to be every other month on the 4th Tuesday of each month as has been in the past with the first meeting of the year beginning in February.

Dr. Robert Whittaker made the motion to approve the 2021 meeting dates, seconded by Karen Nelson.

Other Business:

Cheryl responded to a request to restart the food bank explaining that it had been stopped due to having wasted food since we were not seeing as many patients in person due to COVID, as well as the staff who regularly took care of the process being needed elsewhere, again due to COVID. Cheryl explained that we are planning to restart the food bank when we can do so safely and efficiently.

Dr. Mark Mench made the motion to adjourn the meeting, seconded by Dr. Robert Whittaker. The motion passed unanimously.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Cheryl Lee, M.S." with a horizontal line underneath the signature.

Cheryl Lee, M.S.

Public Health Administrator/CEO