



Iroquois County Public Health Department (ICPHD)
Board of Health Finance Committee
1001 E. Grant
Watseka, IL 60970
February 7, 2018

MEMBERS PRESENT:

Dr. Philip Zumwalt, Chairman
Mr. Marvin Stichnoth

MEMBERS ABSENT:

Mrs. Lisa Breymeyer, Vice Chairman

OTHERS PRESENT:

Mrs. Dee Ann Schippert, ICPHD Administrator
Mrs. Cheryl Davis, ICPHD

CALL MEETING TO ORDER: The Iroquois County Public Health Department Board of Health Finance Committee meeting was called to order by Dr. Zumwalt, Chairman, at 1:07 p.m. on Wednesday, February 7, 2018, in the office of the Public Health Administrator, at the Administrative Center. Roll call was taken.

APPROVE AGENDA: Marvin Stichnoth made a motion to approve the agenda. Motion seconded by Dr. Zumwalt and approved by unanimous voice vote with no opposition.

PUBLIC COMMENTS: No public comments.

REVIEW AND APPROVAL OF ICPHD CLAIMS FOR JANUARY 2018: Claims listing for January 2018 was distributed and reviewed. Mrs. Schippert explained the apparel was for the Environmental group as part of the radon grant advertising. Community Health purchased a new vision screener and audiometer to replace the outdated equipment. Last month, Prairie States Sam's donated \$2,000 to the health department. Under the Senior Services claims, the grab bar and bench were disbursed from the Prairie States Sam's fund. Mrs. Schippert informed the committee she had an additional claim not listed on the claims sheet. The claim is payable to Creative Office Systems for 3 invoices, for \$608, \$840, and \$798. These invoices are for 2 bench chairs, 5 side chairs, and 1 office chair for the lab/reception area. Next month, Mrs. Schippert would like to continue to replace 4-5 additional office chairs. Marvin Stichnoth made a motion, seconded by Dr. Zumwalt, to approve the claims as presented and the additional claim to Creative Office Systems. Motion passed by roll call vote: Aye – Marvin Stichnoth, Dr. Zumwalt.

REVIEW FINANCIAL DATA FOR FISCAL YEAR 2018: ICPHD has not received final revenue and expense reports for December or January. ICPHD's fund balance is currently \$1,076,303.51. State payments are coming in steady. Mrs. Schippert stated her concern over whether the state passes a budget this year. She explained with the current fund balance, if the state did not pass a budget, funds would be available to carry ICPHD for the next year, if there was not an outbreak. Mrs. Schippert reminded the committee, that Nancy Reep had submitted her intent to retire the end of April and LuAnn Armantrout submitted her intent to retire the end of June. Both these employees work the Senior Services programs. Danielle Walls was hired in October and has started her training. Interviews are progressing for the other Senior Services position. Mrs. Schippert explained with the new personnel, she would like to structure the Senior Services division with a director, like Community Health and Environmental Health. Mrs. Schippert spoke in regards to succession planning for the health department. Mrs. Schippert updated the committee stating the Lead Poisoning Case Management Program grant was finalized January 31, 2018. There are two grants still open, Body Art/Tanning and the Summer/Child & Adult Care Food Programs. The IPLAN issue is still on hold with the State BOH. Mrs. Schippert went over the changes to the Illinois Breast & Cervical Cancer Program (IBCCP). On the program summary report, the Creutzfeldt-Jacob Disease, Hepatitis-A, and Q-fever were all investigated and not cases.

OLD BUSINESS: No old business.

NEW/OLD BUSINESS: No new or old business.

ADJOURNMENT: Motion was made by Marvin Stichnoth, seconded by Dr. Zumwalt, to adjourn at 2:02 p.m. Motion was approved by voice vote with no opposition. The next meeting will be a full Board of Health meeting scheduled for Wednesday, March 7, 2018, at 7:00 p.m.

s/Marvin Stichnoth
Minutes approved at 03/07/2018 BOH meeting