



**Iroquois County Public Health Department  
Board of Health (BOH)  
1001 E. Grant  
Watseka, IL 60970  
November 6, 2019 at 6:00 p.m.**

**MEMBERS PRESENT:**

Mrs. Michelle Fairley  
Mrs. Lisa Breymeyer, Secretary  
Ms. Susie Legan  
Mr. Marvin Stichnoth  
Dr. Philip Zumwalt

**MEMBERS ABSENT:**

Dr. Aravind Reddy, Vice-President  
Dr. Rodney Yergler  
Dr. James Tungate

**OTHERS PRESENT:**

Mrs. Dee Ann Schippert, ICPHD  
Mrs. Taylor Eades, ICPHD

**CALL MEETING TO ORDER:** Mrs. Fairley, President, called the Iroquois County Public Health Department Board of Health meeting to order at 6:05 PM on Monday, November 6, 2019, in the boardroom on the Administrative Center. Roll call was taken.

**APPROVE AGENDA:** Mrs. Breymeyer made a motion to approve the agenda. Motion seconded by Dr. Zumwalt and approved by voice vote.

**PUBLIC COMMENTS:** No public comments.

**APPROVAL OF AUGUST 12, 2019 BOH MEETING MINUTES:** A copy of the Board of Health meeting minutes was distributed for review and approval. Dr. Zumwalt made a motion to approve the August 12, 2019 meeting minutes as presented. Motion seconded by Mrs. Breymeyer and approved by voice vote.

**APPROVAL OF SEPTEMBER 4, 2019 BOH FINANCE COMMITTEE MEETING MINUTES:** A copy of the Board of Health Finance Committee meeting minutes was distributed for review and approval. Dr. Zumwalt made a motion to approve the September 4, 2019 meeting minutes as presented. Motion seconded by Mrs. Breymeyer and approved by voice vote.

**APPROVAL OF OCTOBER 2, 2019 BOH FINANCE COMMITTEE MEETING MINUTES:** A copy of the Board of Health Finance Committee meeting minutes was distributed for review and approval. Mr. Stichnoth made a motion to approve the October 2, 2019 meeting minutes as presented. Motion seconded by Mrs. Breymeyer and approved by voice vote.

**REVIEW AND APPROVAL OF CLAIMS FOR OCTOBER 2018:** A claims listing for October was included in member packets for review and approval. Mrs. Schippert noted ICPHD's purchase of a plumb case, a device used to provide a wireless network signal in the event that wireless signal becomes unavailable. ICPHD opted to purchase a line through Verizon for the plumb case, which will cost approximately \$35 per month. Discussion was held regarding benefits of the plumb case device. Discussion was held regarding the cost of the new vaccine refrigerator purchased to replace a malfunctioning unit. Discussion was held regarding Flu and Pneumonia vaccines provided by ICPHD. Discussion was held regarding community outreach and education provided concerning communicable diseases. Dr. Zumwalt moved to approve the claims for October 2019 as presented. Motion seconded by Ms. Legan. Motion approved by roll call vote: Aye- Lisa Breymeyer, Michelle Fairley, Susie Legan, Marvin Stichnoth, Dr. Philip Zumwalt; Absent- Dr. Aravind Reddy, Dr. James Tungate, Dr. Rodney Yergler.

**REVIEW AND APPROVE ICPHD FEE SCHEDULE:** A copy of the purposed ICPHD fee schedule was distributed for review and approval. Mrs. Schippert stated that offering a 1-3 day temporary food permit with a fee of \$25 along with the existing \$75, up to 14 day temporary food permit would better serve the community, discussion was held. Mrs. Breymeyer made a motion, seconded by Dr. Zumwalt, to approve the fee schedule as presented. Motion approved by roll call vote: Aye- Lisa Breymeyer, Michelle Fairley, Susie Legan, Marvin Stichnoth, Dr. Philip Zumwalt; Absent- Dr. Aravind Reddy, Dr. James Tungate, Dr. Rodney Yergler.

ICPHD ADMINISTRATOR REPORTS:

- a. Grants and Contracts Update- A grants and contracts listing from FY2020 was included in Board of Health Packets for review. Discussion was held.
- b. ICPHD Programs Update- A summary report of programs was distributed for review and approval. Ms. Legan inquired about the two West Nile Virus disease investigations. Mrs. Schippert stated that both cases were travel related and no positive environmental samples have been found in Iroquois County in 2019, discussion was held. Discussion was held regarding ICPHD reportable program data.
- c. Administrator Comments- Mrs. Schippert informed Board of Health members an ICPHD staff member requested to go from full-time to part-time status, working 4 day per week during the school year with summers off. This employee would no longer qualify for IMRF or other full-time benefits. Discussion was held.

**REVIEW AND APPROVE ICPHD 2018 ANNUAL REPORT:** A drafted copy of the 2018 Annual Report was distributed for review and approval. Mrs. Schippert noted that county financial data is accrued 6 months after the end of the fiscal year. Because of this, an Annual Report for fiscal year 2018 could not be completed with auditor approved financial data until August 2019. Discussion was held. Annual Reports will be available at ICPHD as well as online. Mrs. Brey Meyer made a motion to approve the 2018 Annual Report as presented. Motion seconded by Mr. Stichnoth and approved by voice vote with no oppositions.

**EXECUTIVE SESSION – 5 ILCS 120/2(c): The Appointment, Employment, or Compensation of Public Employees: N/A**

**REVIEW AND APPROVE ICPHD MEDICAL DIRECTOR CONTRACT:** A copy of both a 1-year and 3-year medical director contract was distributed for review and approval. Discussion was held regarding presenting Dr. Zumwalt with a 3-year Medical Director contract as opposed to a 1-year contract. Dr. Zumwalt accepted the 3-year medical director contract as presented. Mrs. Brey Meyer made a motion, seconded by Ms. Legan to approve the 3-year medical director contract as presented. Motion approved by roll call vote: Aye- Lisa Brey Meyer, Michelle Fairley, Susie Legan, Marvin Stichnoth, Dr. Philip Zumwalt; Absent- Dr. Aravind Reddy, Dr. James Tungate, Dr. Rodney Yergler.

**ESTABLISH AND APPROVE BOARD OF HEALTH MEETING DATES FOR FISCAL YEAR 2020:** A copy of the purposed 2020 Board of Health meeting schedule was distributed for review and approval. Discussion was held. Due to the New Year holiday the schedule will be amended to meet January, 15, 2020. Mrs. Brey Meyer made a motion, seconded by Mr. Stichnoth, to approve the fee schedule as amended. Motion approved by voice vote with no oppositions.

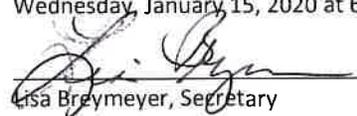
**ELECT BOARD OF HEALTH OFFICERS FOR FISCAL YEAR 2020:** Ms. Legan made a motion to elect Michelle Fairley as President, Marvin Stichnoth as Vice President, and Lisa Brey Meyer as Secretary of the Iroquois County Board of Health for fiscal year 2020. Motion seconded by Dr. Zumwalt and approved by voice vote with no oppositions.

**ELECT BOARD OF HEALTH FINANCE COMMITTEE AND OFFICERS FOR FISCAL YEAR 2020:** Mrs. Fairley made a motion, seconded by Ms. Legan, to keep the Board of Health Finance Committee the same. Motion approved by unanimous voice vote. Board of Health Finance Committee member for fiscal year 2020: Dr. Zumwalt- Chairman, Lisa Brey Meyer- Vice Chairman, Marvin Stichnoth.

**OLD BUSINESS:** No old business.

**NEW BUSINESS:** No new business.

**ADJOURNMENT:** Ms. Legan made a motion, seconded by Dr. Zumwalt, to adjourn at 7:08 PM on Wednesday, November 6, 2019. Motion approved by unanimous voice vote. The next scheduled full Board of Health meeting is Wednesday, January 15, 2020 at 6:00 PM in the Iroquois County Administrative Center Board room.

  
 Lisa Brey Meyer, Secretary  
 Iroquois County Public Health Department  
 Board of Health

1/15/2020  
 Date