Peoria County Board of Health
Minutes of February 17, 2020 Meeting

MEMBERS PRESENT:
Rev. Duren          Ms. Mitchell
Dr. Davis           Ms. Harant
Mr. Brewer          Mr. Kennedy
Dr. Agarwal         Dr. Armmer
Dr. Trachtenbarg    Ms. Reliford
Dr. Na’allah

MEMBERS ABSENT:

STAFF PRESENT:       Monica Hendrickson, Public Health Administrator
Katy Endress, Director of Epidemiology & Clinical Services
Carey Panier, Director of Environmental Health
Brian Gulley, Director of Finance
Dr. Leslie McKnight, Director of Community Health Policy & Planning
Jason Marks, Director of Emergency Management & Preparedness
Amy Roberts, Administrative Assistant

OTHERS PRESENT:      Kristina Leahy, 1470 WMBD

Item 1 – Call to Order
The meeting was called to order at 6:00 pm by Rev. Duren

Item 2 – Pledge of Allegiance

Item 3 – Public Comments
There were no public comments.

Mr. Brewer entered the meeting at 6:01 pm.

Item 4 – President’s Comments
Rev. Duren reviewed the Milestone Report/Board of Health Accomplishments.

Dr. Davis entered the meeting at 6:03 pm.

Dr. Trachtenbarg entered the meeting at 6:05 pm.

A motion was made by Dr. Davis to vote on Executive Sessions Minutes remaining confidential. Motion was carried by Dr. Armmer. Motion carried (11,0).

Item 5 – Consent Agenda Items
A motion was made by Ms. Harant to approve the consent agenda items. Motion was seconded by Dr. Davis. Motion carried (11,0).

Item 6 – Financial Report Summary
Mr. Gulley reviewed the Financial Report Summary stating these numbers are for January. Revenues are just above $190,000 and there is about $464,000 in Food License Revenue that was brought in last year but will get moved to the report next month for this year. Expenditures are at
$406,512. The previously projected surplus was $125,150 however, are now at $134,649 with Mr. Gulley estimating a surplus of around $225,000.

**Item 7 – Committee Reports**
Dr. Armmer reviewed the topics talked about during the Strategic Planning Committee meeting in February. Dr. Trachtenbarg made a motion to approve the Food Service Guidelines Policy. Motion was seconded by Ms. Harant. Motion carried (11,0).

Ms. Hendrickson stated the information items of Food Safety Ordinance Revisions, Performance Management dashboard, Strategic Planning dashboard, and the 2019 Partnership for a Healthy Community documents are all in the packet and staff are available if there are any questions.

**Item 8 – Old Business**
Ms. Hendrickson reviewed the Tracking Log, stating everything was broken down into one-line item for Facility Modernization that will be moved into the Finance & Personnel Committee. The merger of Sprint and T-Mobile was approved by the federal government and we are back on for the cell phone tower. Ms. Hendrickson has a call out to the coordinating agency, as in April the one-year lease agreement will be up.

Ms. Hendrickson gave a Legislative Update, highlighting the areas that were joint with the City and County. The main focuses for the Health Department were GATA, local Health Protection grant, Violence Reduction funding, and E-Cigarette and Vaping. A priority vertical project for the County was the Health and Human Campus, for a $1 million request.

**Item 9 – New Business**
Rev. Duren reviewed the agenda briefing on the Workforce Development Plan. Ms. Harant made a motion to approve the 2020 Workforce Development Plan. Motion was carried by Dr. Na’allah. Motion carried (11,0).

**Dr. Trachtenbarg exited the meeting at 6:21 pm.**

Rev. Duren reviewed the agenda briefing on the Drug Free Testing Policy. Mr. Brewer made a motion to approve the Drug Free Testing Policy. Motion was carried by Dr. Davis. Motion carried (10,0).

**Dr. Trachtenbarg re-entered the meeting at 6:35 pm.**

Ms. Harant voiced her concern on smoking in non-smoking areas and how it’s managed and climate change, especially having heat as a priority for emergency planning.

**Item 10 – Executive Session**
A motion was made by Mr. Brewer to enter Executive Session. Motion was seconded by Ms. Harant. Motion carried (11,0).

The Board entered Executive Session at 6:42 pm.

The Board exited Executive Session at 7:18 pm.

**Item 11 – Approval of Public Health Administrator Evaluation, Contract, and Goals**
A motion was made by Ms. Harant to approve the Public Health Administrator’s Contract and Evaluation for this calendar year but will defer the Goals until the March meetings. Motion was seconded by Ms. Reliford. Motion carried (11,0).

**Item 12 – Adjournment**
Being no further business, a motion was made by Mr. Brewer to adjourn the meeting. Motion was seconded by Ms. Mitchell. Motion carried (11,0).

Meeting adjourned at 7:20 pm.

Respectfully submitted,

[Signature]

Dr. Armmer, PhD
Secretary