Peoria County Board of Health
Minutes of May 18, 2020 Meeting

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

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
Emily Connors, Director of Human Resource
Mary Dunkin, Assistant Director of Finance
Amy Roberts, Administrative Assistant

OTHERS PRESENT:  

Item 1 – Call to Order
The meeting was called to order at 6:00 pm by Rev. Duren via conference phone, followed by roll call.

Item 2 – Suspension of Bylaws to Conduct Board of Health Meeting Virtually
Mr. Brewer made a motion to suspend the bylaws to conduct the Board of Health meeting virtually. Motion was seconded by Ms. Reliford. Motion carried. (11,0)

Item 3 – Pledge of Allegiance

Item 4 – Public Comments
There were no public comments.

Item 5 – President’s Comments
Rev. Duren reminded Board Members about the other call line to use for the Executive Session. Rev. Duren also thanked the health department for their leadership during this time.

Item 6 – Consent Agenda Items
A motion was made by Ms. Mitchell to approve the consent agenda items. Motion was seconded by Dr. Armmer. Motion carried (11,0).

Item 7 – Financial Report Summary
Mr. Gulley reviewed the Financial Report Summaries, stating the reports are 33% through the year. Total revenues are at $1,120,305, however, there will be an additional $252,630 in revenue that has been billed but is not reflected on this report. Typically, tax levy income is not received until June, but it is expected to come later this year, even with a reduction. Total expenses are $1,603,792, leaving a deficit of $483,487, however, if you factor in the revenue not reflected on this report, the deficit will be closer to $231,000. This would leave the ending balance around $2,770,000.
Mr. Kennedy exited the meeting at 6:18 pm. Mr. Kennedy re-entered the meeting at 6:19 pm.

Item 8 – Old Business
Ms. Hendrickson stated the Quarterly Reports in the packet are for January-March. There was some discussion for clarification on the numbers for Epidemiology and Clinical Services. There was also discussion on the amount of clients being seen by the Dental Clinic.

Mr. Kennedy exited the meeting at 6:35 pm. Mr. Kennedy re-entered the meeting at 6:36 pm. 
Mr. Kennedy exited the meeting at 6:40 pm. Mr. Kennedy re-entered the meeting at 6:41 pm.

Item 9 – New Business
Rev. Duren moved on to the FY2020 Budget Revision. Ms. Hendrickson stated that the health department was given direction to reduce expenses for FY2020. Personnel expenses were reduced by $527,540.41, which was taken from vacant full-time positions, some being grant positions still waiting on. Part-time employees were reduced by $35,000, which was also a vacant position. Medical was also reduced by $379,000. After discussion with the County Board, it was recognized that the expenses would have to be brought back to the Board for approval for contact tracing.

Ms. Hendrickson discussed the Restore HOI Plan, which was submitted to the state and are currently waiting responses from the state and the Governor’s office. Ms. Hendrickson recognizes that part of the plan must wait for responses from the state, but other parts of the plan will move forward. Entities will be opening up with the state’s plan, but are seeking guidance from locals, which is found in the Restore HOI Plan. The guide is up and running on the website and will be doing the educational push. This plan depends on voluntary guidance with a public health approach.

Item 10 – Executive Session: COVID Response and Budget
Dr. Nallah made a motion to enter Executive Session. Motion was seconded by Ms. Harant. Motion carried (11,0).

Mr. Kennedy and Dr. Davis exited the meeting at 7:15 pm.

Item 11 – Adjournment
Being no further business, a motion was made by Ms. Harant to adjourn the meeting. Motion was seconded by Mr. Brewer. Motion carried (9,0).

Meeting adjourned at 7:55 pm.

Respectfully submitted,

Dr. Armmer, PhD
Secretary