

**Kankakee County Health Department  
Regular Meeting  
November 12, 2020**

Members Present: Mr. Rodney Gustafson, Dr. Olatunji Akintilo  
Dr. Abraham Kurien, Dr. Syreeta Jones  
Dr. Simon Wu, Dr. Jeffrey Long, Mr. Jim Johaneck

Members Absent: Neelie Panozzo, Mr. Jim Byrne

Staff Present: Mr. John Bevis, Ms. Nicole Finnegan

Staff Absent: Mrs. Erin Weakley, Mrs. Amy LaFine, Mr. Keith Wojnowski

Others Present:

The meeting was called to order by Mr. Gustafson at 5:00 P.M.

APPROVAL OF AGENDA

A motion to approve the November 12, 2020 agenda was made by Dr. Akintilo, seconded by Dr. Long, the motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

A motion was made by Dr. Kurien to accept the October 15, 2020 Board of Health minutes, seconded by Mr. Johaneck, the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis announced that we received a resignation from one of our Health Promotion Coordinators, Alysha Basel, who has accepted a new position in Wisconsin. Ms. Basel was very instrumental in our COVID-19 social media updates, as well as her work with the Communicable Disease staff regarding daily COVID-19 numbers.

## DIVISION REPORTS

### *Client Services*

None

### *Environmental Health*

Mr. Bevis indicated that we currently have forty-nine complaints registered for facilities within Kankakee County. Of the forty-nine complaints, five require a letter to further investigate proper signage and masking. Our Health Department has continued to diligently put out new information as it becomes available. We have, and will continue to connect through the radio, social media, Facebook, our website, and zoom press conferences. It is our hope that the more education we can provide, these local businesses will become compliant.

### *Administrator's Report*

Mr. Bevis announced that we had our first COVID positive employee, determined who was deemed a close contact, and made it through. With the surge starting to progress, we can't let our guard down. We have asked employees to make sure that they always wear their mask while in the building. We are also closed to the general public, and open by appointment only at this time.

Mr. Bevis shared that we have received three shipments so far of the Binax-NOW rapid test kits. We are currently receiving 1,790 doses each week. We have been coordinating with several facilities including KCC, ONU, and the Dwayne Dean Detention Center so that they meet the reporting criteria and are able to complete registration to receive the rapid test kits. We have also hosted IDPH multiple times this month in our parking lot to help make testing more available during the surge.

Mr. Bevis also explained that as far as we know Salesforce metrics have not identified bars and restaurants as hotspots. Over the last two weeks, the biggest groups identified as spreading events have been weddings, and reunions. At this point, there is no indoor dining, and we can only do so much while we are buried under surge by doing the best that we can do. We are also currently planning for the vaccination, which is expected to be mid-December. We were told that the categories will be broken into tiers, tier one being healthcare providers and First Responders, followed by older people with underlying health conditions, and then the general public.

## ADMINISTRATIVE REPORTS

### *Financial Status*

Mr. Bevis updated the Board on October 2020 financials, indicating that we are at 91.6% of the year. Revenues were low, as grant payments were only received for WIC, Family Case Management, Healthworks HRIF, and Farmers Market for August, in addition to HIV for May and June 2020. Current outstanding receivable is approximately \$250,000. We received another property tax distribution from the County Treasurer; there should be at least one more distribution to be posted this fiscal year. Clinic Services had a great month for October; unfortunately, as of November 5, 2020, we have again closed our clinic services due to the surge

in COVID cases, so November's revenue most likely will match October's. For the year, we are showing \$2,946,682.62, or 104.31% of revenue. The amount that we received in advance for the Contract Tracing grant will be moved into the next fiscal year if it is not fully spent by the end of November 2020. On the expense side, for all personnel, we are at 91.4% for the year, which is right where we should be. While we are over in quite a few line items, we are also holding the line on quite a few line items, and expenses are at 92.23% of the year, even with all the spending for Contact Tracing and equipment purchases (including computers, etc.) For the year, we are still showing a positive balance of \$341,135.48. For our cash on hand: we have \$1,019,535.44 in the IPTIP account, \$1,014,531.39 in the money market account, \$1,008,665.78 in the checking account, and there are \$3423.69 in outstanding checks. Total cash on hand is \$3,039,308.92. Dr. Kurien made a motion to approve the October 2020 Financials, followed by Dr. Long, the motion passed unanimously.

#### OLD BUSINESS

None

#### NEW BUSINESS

Mr. Bevis announced that it is time for the 2021 Election for the Board of Health Officers. Mr. Gustafson previously spoke to both interested parties for President, Mr. Jim Johaneck and Dr. Wu. After a short speech by both, the Board of Health voted Dr. Wu as Board of Health President. Mr. Gustafson will be Vice President, and Dr. Long will be Secretary.

#### EXECUTIVE SESSION

None

#### ADJOURNMENT

There being no further business before the Board, Dr. Akintilo moved to adjourn, the motion was seconded by Mr. Johaneck and passed unanimously.

Minutes respectfully submitted by,

Dr. Abraham Kurien, Secretary

Minutes reviewed by, Mr. John J. Bevis, MPH, Public Health Administrator

Minutes prepared by, Ms. Nicole Finnegan, Administrative Coordinator