

Kankakee County Health Department  
Regular Meeting  
July 13, 2023

**Members Present:** Mr. Antonio Carrico, Mr. Jim Johaneck, Ms. Kathryn Hamblen, Mrs. Neelie Panozzo, Mr. Rodney Gustafson. Dr. Syreeta Jones, Dr. Edward Kent Frye

**Members Absent:** Dr. Olatunji Akintilo, Dr. Jeffrey Long

**Staff Present:** Mr. John Bevis, Ms. Nicole Finnegan, Mr. Keith Wojnowski

**Others Present:** None

The meeting was called to order by Mr. Carrico at 5:01pm

**APPROVAL OF THE AGENDA**

A Motion to approve the July 13,2023 agenda was made by Mrs. Panozzo, seconded by Mr. Johaneck, the motion passed unanimously.

**PUBLIC COMMENT**

None

**APPROVAL OF THE MINUTES**

A motion was made by Mrs. Panozzo to accept the June 15, 2023, Board of Health minutes, seconded by Mrs. Hamblen, the motion passed unanimously.

**EMPLOYEE INFORMATION**

Mr. Bevis reported that we are very excited to announce that we have filled two new positions and would like to welcome Marisa Bosonetta as one of our WIC Nutritionists, and Kailee Zito, our contractual Grant Program Specialist. We are still actively hiring RN Case Managers, if anyone has someone they know is looking, please help us spread the word that we are hiring nurses and have great hours and benefits.

**DIVISION REPORTS**

*Client Services*

Mr. Bevis reported on behalf of Mrs. LaFine that we are excited to have started filling some of our clinic positions and our focus now is back-to-school immunizations, as well as prioritizing our WIC clients by making sure they are taken care of as efficiently as possible. We are also continuing our walk-in vaccination clinics on Tuesdays and Thursdays through the end of December 2023.

### *Environmental Health*

Mr. Bevis indicated that if you remember last month, we had three bats test positive for Rabies, there has now been a fourth bat reported. Environmental Health is still currently keeping very busy with Septic's, Wells, and Food Inspections during this time of year.

### *Administrators Report*

Mr. Bevis shared that we have been participating in some exciting events out in the community. Our Sickle Cell event took place on July 8<sup>th</sup> at the YMCA and was sponsored through our Genetics grant and because July is Sickle Cell Awareness month it felt like the perfect time to educate the community and it was well attended. We also have the Rotary luncheon and Daily Journal Job Fair coming up on July 26<sup>th</sup>, the County Recorder event on July 29<sup>th</sup>, National Night out at Perry Farm Aug 1<sup>st</sup>, Kankakee United Back to School and Hippocrates Back to School Aug 5<sup>th</sup>, and Kankakee 111 Back to School Bash August 17<sup>th</sup>.

Mr. Bevis also reported that we are continuing to work on and submit grants for our services over these past few weeks, including Adolescent Health, TB, SIPA (Strengthening Illinois Public Health Administration). We also just received the application for our Local Health Protection Grant and our Comprehensive Health Grants from IDPH.

Mr. Bevis updated the Board on the IRIS System. IRIS stands for the Integrated Referral and Intake System. This is a web-based referral system to help better connect and show real time data on connecting people and families to services and needs and see it through to completion. Mr. Bevis is currently working with Mrs. LaFine and Mary Orem of Kansas to finalize dates and the invite list for the team of agencies that will begin to build the Kankakee County model.

## **ADMINISTRATIVE REPORTS**

### *Financial Status*

For May 2023, we should be at 50% of the year. For our grant revenues, we received just over \$234,000 in May; that includes a 25% upfront payment for the new Vaccination grant which is \$250,000 and goes through the end of December 2023. This new grant encompasses all ACIP recommended vaccines, not just the Covid vaccination, so it also includes school and flu immunizations. Property tax money has not been received yet, but the first distribution should be coming in July (nothing as of today 7/13/23). Fees are at 65.14% of the year overall. Our interest received continues to be higher, and due to the rates, we received \$8333 in interest in May. The Miscellaneous Income is \$2651.58 from the Court of Claims that was from Jan-Mar 2020 for the VFC grant; the state overlooked that quarter, so we had to go through the process with the Court of Claims. The other \$500 in Miscellaneous Income is a \$500 donation that was received from CSL in support of the Sickle Cell Day event that was just completed on 7/8/23. This was used to purchase books for the participants. Total revenue for the year through May is at \$1,440,980.87, which translates into approximately 37.69% for the year.

On the expense side for May, we are still underspent for Personnel & Fringe at 45.18%, due to the openings we have not yet been able to fill. This month included the backpay after the ratification of the union contract on 5/9/23. A separate payroll was run on 5/12/23 for the backpay retroactive to December 1, 2022. Our Operational expenses are also still under budget at 46.98%, with total expenses

at 45.94% for the year thus far. Overall, we overspent by about \$315,367.95. There is about \$514,000 in grant revenue outstanding that has been billed but not yet received (see attached list) through 5/31. As a reminder, you will see higher expenses in May and June with the ratification of the union contract on 5/9/23 and the backpay which was then paid out on 5/12/23, there are 3 payrolls in June, plus the end of the grant year spend outs in many of the grants.

For our cash on hand: As mentioned previously, interest rates have continued to increase, and that's true for both the money market and the IPTIP as well, and combined with the checking account interest, totaled about \$8333 for May. Total Cash on Hand is \$3,696,416.58 as of 5/31/2023.

A motion was made by Mrs. Panozzo to approve the May 2023 Financials, seconded by Dr. Jones, a roll call vote was taken, and the motion passed.

### **OLD BUSINESS**

Mr. Bevis reported that both phases of the parking lot are completed, however, there is a discrepancy regarding how much we agreed to pay for Phase 2 and how much we are being billed. The discrepancy is regarding McGill using more materials than initially proposed. Mr. Gustafson made a motion to go into discussion on the repayment, seconded by Mrs. Panozzo, the motion passed. After some discussion and questions, Mr. Johanek made a motion to pay the original amount and table the Parking Lot discussion until we have more information, seconded by Dr. Jones, the motion passed unanimously.

Mr. Bevis updated Board members on the reappointment of Jim Johanek, Neelie Panozzo, and Rodney Gustafson. Mr. Carrico congratulated everyone on their reappointment and explained that although we had four applicants, he was happy to see that we have active and dedicated members that were reappointed. Mr. Bevis and Mr. Carrico concluded that they were both encouraged to have so much interest in the Health Department and would reach out to the fourth applicant to possibly serve on a committee or get involved in the future.

### **NEW BUSINESS**

### **OTHER BUSINESS**

Mr. Carrico shared information to the Board regarding recent rulings that impact the Kankakee Sheriff's office on inmates serving time in their last year of detainment. Mr. Carrico also encouraged Board members to be present at events representing the Health Department in the community.

### **EXECUTIVE SESSION**

**None**

### **ADJOURNMENT**

There being no further business before the Board, Mrs. Panozzo moved to adjourn, the motion was seconded by Mr. Gustafson and passed unanimously.

Minutes Respectfully submitted by, Mr. Jim Johanek, Secretary  
Minutes Reviewed by, Mr. John Bevis, MPH, Public Health Administrator  
Minutes prepared by, Ms., Nicole Finnegan, HR Administration Coordinator