

Kankakee County Health Department  
Regular Meeting  
February 15, 2024

**Members Present:** Mr. Antonio Carrico, Mr. Jim Johaneck, Mrs. Kathryn Hamblen, Mr. Rodney Gustafson, Dr. Syreeta Jones,

**Members Absent:** Dr. Olatunji Akintilo, Mrs. Neelie Panozzo, Dr. Jeffrey Long, Dr. Edward Kent Frye

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

**Others Present:** None

The meeting was called to order by Mr. Carrico at 5:00 p.m.

**APPROVAL OF THE AGEND**

A Motion to approve the February 15, 2024, agenda was made by Mr. Gustafson, seconded by Mrs. Hamblen, the motion passed unanimously.

**PUBLIC COMMENT:** None

**APPROVAL OF THE MINUTES**

A motion was made by Dr. Jones to accept the January 11, 2024 Board of Health minutes, seconded by Mrs. Hamblen, the motion passed unanimously.

**EMPLOYEE INFORMATION**

Mr. Bevis announced we have had two resignations since our last meeting. Ann Welsh, our contractual Genetics RN will be leaving, as well as Kristen Yudis, our Opioid Overdose Prevention Assistant. We are in the process of reviewing caseload and workflow to determine our staffing needs going forward.

**DIVISION REPORTS**

*Client Services*

Mr. Bevis reported on behalf of Mrs. LaFine, that we are currently continuing our Tuesday/Thursday walk-in vaccination clinics. All programs' services have steady volume flow and will be using IRIS for referrals as agencies are onboarded. Immunizations, STD, LEAD, TB (we have one new case in treatment and receiving home visits for compliance with medication administration observation). Mr. Bevis shared that we did not see elevated Lead levels related to the three recalled brands of applesauce. These brands were sold primarily at dollar store type locations and pulled off shelves immediately.

Mr. Bevis also reported that February is national heart month, and the Kankakee County Health Department is strongly aligned to the American Heart Association campaign to increase awareness. The good news is 80% of heart disease is preventable. The AHA mantra is, "Don't Die of Doubt, Know your Numbers!" This month we are excited to announce that we have invited our community to drop in for a

Blood Pressure check. Let's start there! Each client leaves with a "Heart Health Tracker" form with their documented blood pressure to take back to their primary care provider. This form also teaches the important numbers they need to pay attention to and can have a discussion with their provider about on their next visit. We also talk about simple changes like a better diet, getting exercise, and quitting smoking. Mr. Carrico expressed interest in starting a health and wellness program for the County and possibly hosting educational classes at the Health Department for County employees.

Mr. Bevis also announced that our Genetics Nurse, Ann Welsh and Health Promotion Coordinator, Kayla Pacton will be hosting a blood drive with the American Red Cross this Saturday 2/17/24, 9a- 2p, at the Morning Star Baptist Community Center. Donors are encouraged to "share their strength with Sickle Cell Fighters." Patients fighting sickle cell disease may require regular blood transfusions to avoid health crisis. You can make all the difference, please help donate blood and be aware that February 29th is Rare Disease Day.

Lastly, Mr. Bevis shared the January IDPH testing for wastewater in Kankakee County remains high for Covid, and as a result we will continue to see high numbers of illnesses within community and hospitals locally.

#### *Environmental Health*

Mr. Bevis explained the recent boil order that everyone is probably aware of. On Sunday, January 28th, he received a call at 12:30pm and began a lengthy process of calls, texts, and emails to initiate the procedures to notify residents and restaurants on what to do in the event of a boil order. Usually instituted for a maintenance issue, this was a result of turbidity due to the high-water levels of the river at the time and from snow melt and the ice jams. The order was lifted 48 hours later, on Tuesday, January 30th.

Mr. Bevis also shared that annual Food License renewals are complete for FY2024.

#### *Administrators Report*

Mr. Bevis announced big news to report, excited to say that we had our official launch of IRIS on February 5th, 2024. Kailee will be sharing more information in her presentation.

Mr. Bevis shared that February is Black History Month, and we are shining the spotlight on Facebook on many individuals who have made a difference in their lives and to our world for the advancement of Public Health achievements. Check out our Facebook to learn more. It is also American Heart Month, so we are posting a wealth of information regarding upcoming events in the community. It is also National Cancer Prevention Month, so look for healthy tips for that on our social media. You may have noticed the "Zebra" bus wrap around town as an advertisement for our Genetics Grant. I am happy to report the Zebra now has a name! It is VERA. We held an in-house contest to name the zebra and a team effort of CSR's won the day! VERA stands for an acronym of V, E, R, and A. The words are Variation, Enigma, Remarkable and Adaptable. All appropriate for the genetic program and the work they do to help promote genetic testing for various health issues and the impacts on our health. Congratulations to our CSR's and say hi to VERA when you see her next.

Mr. Bevis also shared that the radio show "Who Knew?" has been a great addition to our health programs awareness. It is a weekly show recorded and then broadcast on Saturday mornings at 10:30

am on WKAN AM 1320. The premise is to discuss the various programs of the KCHD, educate the public on our services, provide information on local events and collaborations with all the different agencies and tell personal stories of clients and the public on their interactions with our programs and staff. Be sure to give us a listen! I am happy to report the episodes are now available on our website. Go to the website at [Kankakeehealth.org](http://Kankakeehealth.org), click on the About tab, scroll to and click KCHD Who Knew.

## **ADMINISTRATIVE REPORTS**

### *Financial Status*

Mr. Bevis provided the Board with the December 2023 Financials Draft. For December 2023, we should be at 8.33% of the year. We received about \$183,850 in grant revenue in December 2023; however, all but \$548.23 of that is for services performed and billed through November 2023, so those dollars went back into November. Any dollars received in January for services performed on or before November 30 will also be put back into November. We did receive another property tax distribution in December along with some interest, but again, that was for fiscal year 2023 so that was put back into November. Under Fees, we continue to see extremely high Clinic Services revenue again, with that being offset with the purchase of vaccines and medical/clinical supplies. We also received approximately half of our food licenses for the year in December due to the annual renewals. We are already at just over 37% for Fees received for the year. Under "Other" revenue, our interest continues to be higher with the invested funds (IPTIP and money market) continuing to see high interest. Total revenue received in December is recognized at \$166,439.64, or 4.36% thus far. Further adjustments may be made as the audit and year-end close out continues.

On the expense side for December, we are slightly over budget for Personnel & Fringe at 10.26% due to 3 payrolls in December, and the final overtime being reported, as all the Covid grants have now ended. Our Operational Expenses were also over budget at 12.01%, with the bulk of the overages being in Educational, Operating, and Pharmaceutical Supplies, Travel, Outside Contracting, and Software/Licenses/Renewals. With the completion of the covid vaccination grant there were spendouts made to exhaust the remaining funds for that grant. Therefore, these expenses will be recovered by grant payments and/or clinic services dollars. Total expenses for the year thus far are at 11.02%. Overall, we are currently showing overspent by \$254,086.94 for the year. Again, adjustments may be made to expenses as we start to comb through the line items and find that they may have been posted to the incorrect line item.

For our cash on hand: The IPTIP account received \$9784.86 in interest for December, the money market account received \$4421.57, and the checking account received \$304.06. Total interest for the month was \$14,510.49. Total Cash on Hand is \$4,141,591.28 as of 12/31/2023. Our invested funds balance is now sitting at \$3,158,786.50, a difference of \$1,101,358.13 additional invested funds.

## **OLD BUSINESS**

Ms. Kailee Zito presented to the Board, explaining that IRIS has officially launched in the County with 19 initial organizations signed up. She shared that she has multiple meetings scheduled over the next few weeks to grow that number as we enter in this new phase of IRIS. Ms. Zito also explained how IRIS works, and is hopeful to see referral activity that we can report on in the months to come. Ms. Zito expressed she was excited to be able to use the "Who Knew?" Radio Show to help promote IRIS within

the community and she also hopes to create some provider based promotional materials as well. Stay tuned for exciting things to come.

### **NEW BUSINESS**

Mr. Bevis explained that two of our Health Promotion Coordinators are asking for Board approval to attend the Adolescent Health Initiative event, hosted in Michigan this summer. The event will be fully grant funded by the Adolescent Health Grant but will require permission for out of state travel expenses. After some discussion from the board, Mr. Johanek made a motion to approve up to \$2600 in travel expenses, seconded by Mrs. Hamblen and a roll call vote; the motion passed unanimously.

Mr. Carrico explained that the Resolution Amending the Kankakee County Board of Health Bylaws (55 ILCS 5/5-25013 (A)(2)) Article V—Section A. Meetings and Voting, “Changing the regular meeting dates and times effective April 2024” is going to help with keeping track of the Board of Health meeting date to be consistent monthly. Currently, it falls on the first Thursday following the second Monday, which changes from the second to the third week and can cause confusion. After some discussion with Mr. Bevis and the Board to accommodate client appointments and staff meetings, Mrs. Hamblen made a motion to approve changing the date to the third Thursday effective July 2024, seconded by Mr. Johanek and a roll call vote, the motion passed unanimously.

### **OTHER BUSINESS**

Mr. Carrico shared some information regarding executive meeting minutes and the process of releasing minutes that he experienced at the County Board.

### **EXECUTIVE SESSION**

None

### **ADJOURNMENT**

There being no further business before the Board, Mrs. Hamblen 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