

Kankakee County Health Department
Regular Meeting
March 14, 2024

Members Present: Mr. Antonio Carrico, Mr. Jim Johaneck, Mrs. Neelie Panozzo, Dr. Edward Kent Frye
Mr. Rodney Gustafson, Dr. Syreeta Jones, Dr. Olatunji Akintilo, Dr. Jeffrey Long

Members Absent: Mrs. Kathryn Hamblen

Staff Present: Mr. John Bevis, Mr. Keith Wojnowski, Ms. Nicole Finnegan, Mr. Pedro Gonzalez, Mrs.
Deborah Kooy

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

APPROVAL OF THE AGENDA

A Motion to approve the March 14, 2024, agenda was made by Mr. Gustafson, seconded by
Mrs. Panozzo; the motion passed unanimously.

PUBLIC COMMENT: None

APPROVAL OF THE MINUTES

A motion was made by Mr. Johaneck to accept the February 15, 2024, Board of Health minutes,
seconded by Mr. Gustafson, the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis announced we have had one resignation since our last meeting. Kayla Pacton, our
PHEP Coordinator, will be leaving for a position at Ascension. We are in the process of reviewing our
grant funding for the year to determine our staffing needs going forward.

DIVISION REPORTS

Client Services

Mr. Bevis reported on behalf of Mrs. LaFine that we have had some exciting things going on at
the Health Department over the last month. KCHD hosted the Kankakee/Iroquois Counties United Way
Success by Six Coalition meeting and Kailee Zito presented IRIS. We also met with the Duane Deane
Center for Medication Assisted Treatment to give their team an overview of KCHD services and a brief
introduction to IRIS and then followed up with an in-depth meeting to begin their onboarding to IRIS.
We also participated in District 111 Head Start Parent Academy and presented an overview of our
services and resources. We are happy to report that three of our programs also went live on IRIS today,
including Immunizations, WIC, and Family Case Management. Mr. Carrico shared that there may be an
opportunity for IRIS at the new Juvenile Court building and it was discussed that once the location is set
and they are ready that KCHD will reach out. We also celebrated Rare Disease Day on February 29th with
staff and our social media awareness campaign. Another big milestone is that our Maternal Child Family
Case Management reinstated our home visits as of March 8, and we are very happy to report that visits
are going well. We have received an increased number of requests for outreach events for Spring and

Summer to educate the community on our services and we are excited to share those with you as they develop so the Board can also attend to represent the Health Department as schedules allow.

Environmental Health

Mr. Wojnowski shared that they are starting the process of their program review, which takes place every three years. This program reviews food, sewage, and water.

Administrators Report

Mr. Bevis shared that March is upon us, and our social media has been busy with information regarding Shingles Awareness week, The new CDC guidelines streamlining recommendations for COVID-19, Flu and RSV, HPV Awareness, Newborn Screening, upcoming KCHD Adolescent Health clinic on April 13th (rsvp needed), LGBTQ Health Awareness, National Women and Girls HIV/AIDS Awareness, International Women's Day, Sleep Awareness, Colorectal Cancer Screening and Kidney Health. If you haven't already, please follow us on all the platforms we participate in for information and education to help improve your health and the health of others.

Mr. Bevis also shared events that KCHD staff have attended or participated in, including Kankakee United Teen Town Hall for Violence, Suicide, Self-Worth, Oswego Naloxone training, St. Mary Mobile Food Pantry, Sickle Cell Blood Drive at Morning Star Baptist Church, Plano Police Department Naloxone training, Family Wellness Night in Coal City, Violence and Prevention Coordinating Council Town Hall, and the grand opening of Rosecrance, a new behavioral health facility (that has become part of IRIS). Our Health promotion staff and others are out and about educating about our programs and services and collaborating with many partners to help improve the overall health of the community. Also keep in mind that the Opioid Grant covers four counties so that is why you are hearing about events that are outside our county as well.

Mr. Bevis also reminded the Board about our radio show "Who Knew?" which 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. We are happy to report that you can now listen on our website, just go to Kankakeehealth.org, click on the About tab, scroll to and click KCHD Who Knew.

(Dr. Long has now joined the meeting.)

Mr. Bevis announced that The Partnership for a Healthy Community is hosting a Stakeholders meeting March 21st at St. Mary Hospital in The Franco Conference room from 8:30 AM to 12:30 PM to discuss the current cycle for the Community Health Improvement Plan that will guide the next three years of the MAPP process. This is a requirement for the Hospitals and the KCHD as part of each of our certifications, in our case for IDPH. You are all invited to attend and participate in the survey and the process to help determine what is best for the community in the next three years. It is important to have local leaders from both the Board of Health and County Board participate in this endeavor.

Mr. Bevis also announced that he provided some information regarding an upcoming Measles Update webinar for clinicians if you are interested and information regarding our April 13th Adolescent Health Clinic sponsored by our Adolescent Wellness Grant.

ADMINISTRATIVE REPORTS

Financial Status

Mr. Bevis provided the Board with financials for November and December 2023 and January 2024. Dr. Akintilo made a motion to combine the November/December 2023 and January 2024 financials, seconded by Dr. Long, and a roll call vote, the motion passed unanimously.

For the November 2023 updated financials, our revenue increased by just under \$110k versus the original draft given to you previously. In December 2023, we received \$183,850.97 in grant revenue and \$8512.56 in property tax revenue and interest which was for FY2023, so it was put back into November. We also then received \$247,511.51 in grant revenue in January 2024 that was for services provided prior to November 30, 2023, so that was also put back into November. As you may recall, we also received the entire amount of the new SIPA (Strengthening Illinois Public Health Administration) grant in November 2023, but only about \$2950 of that had been spent of the \$350,000 received, so the remainder was taken out of November 2023 and put into deferred revenue for use over the remaining years of the grant (through 2027). The original financials provided to you included \$4,093,452.78 of revenue, and with the end of year adjustments made, we are now at \$4,202,993.47. Expenses and cash on hand remained the same. This puts us at \$370,322.23 in additional revenue over expenditures for FY2023. These are the final amounts sent to the auditor for our fiscal year; they may still make additional adjustments as they complete the annual audit.

No further adjustments were made to the December 2023 financials, so these are just being resubmitted for your approval/voting. 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. 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.

For January 2024, we should be at 16.67% of the year. We received a little over \$302,000 in grant revenue in January 2024; however, all but \$54,741 of that is for services performed and billed through November 2023, so those dollars went back into November. Any dollars received in February for services performed on or before November 30 will usually stay in the fiscal year received (FY 2024 now) unless the auditor makes another adjustment. Under Fees, we have now received just under \$175,000 of our budgeted \$205,000 for food licenses, or about 85%. The remainder will come as new restaurants open and/or there's a changeover of ownership. We continue to see extremely high Clinic Services revenue again, with that being offset with the purchase of vaccines and medical/clinical supplies. We are already at 67.53% 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 January is recognized at \$193,389.67, or 9.43% thus far. On the expense side for January, we are slightly over budget for Personnel & Fringe at 18% still due to those 3 payrolls in December, the final overtime being reported, and a larger than originally expected increase in health insurance increases. Our operational expenses were also slightly over budget at 17.85%, with the bulk of the overages being in Educational, Operating, and Pharmaceutical Supplies, Travel, Outside Contracting, and Software/Licenses/Renewals. As the grant year comes to an end, we will see further spend outs taking place as well. Total expenses for the year thus far are at 17.93%. Overall, we are currently showing overspent by \$324,318.06 for the year. Revenue still not received for services provided prior to November 30, 2023, but not received by 1/31/2024 total approximately \$201,187.94. Approximately \$141,455 of that was received in February, leaving about \$60,000 still outstanding from the State. For our cash on hand: The IPTIP account received \$9636.68 in interest for January, the money market account received \$4427.78, and the checking account received \$321.22. Total interest for the month was \$14,385.68. Total Cash on Hand is \$4,325,715.64 as of 1/31/24.

Dr. Long made a motion to approve November/December 2023 and January 2024 financials, seconded by Mrs. Panozzo, and a roll call vote, the motion passed unanimously.

OLD BUSINESS

Mr. Carrico shared that we previously talked about creating a Health and Wellness committee that could educate the community about important health topics and the idea is to expand that to include qualified professionals to organize, support, and be a point of contact for educational topics for health enhancement. The idea is forming a health and wellness committee that can start hosting educational meetings open to County of Kankakee employees and then gauge the response and potentially open it up to the public. After some discussion and ideas from the Board, Mr. Carrico, Mr.

Johanek, Mr. Bevis, and Ms. Rose Gianotti (at large) will form the Health and Wellness committee and keep us posted on upcoming plans for the future.

NEW BUSINESS

Mr. Carrico announced that we have several members that are set to expire in June 2024, so please get your application turned into the county by May if you are interested in reappointment. After some discussion with the Board, all members due to expire announced that they would be sending in the application.

OTHER BUSINESS

Mr. Bevis shared that he was able to find out the answer to age limits for plasma donation that was a question at last month's meeting. You need to be at least 17 with parental permission and there is no max out age other than being healthy and able to donate.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business before the Board, Mr. Johanek 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