

Kankakee County Health Department
Regular Meeting
June 12, 2025

Members Present: Mr. Antonio Carrico, Mr. Jim JohaneK, Mr. Rodney Gustafson, Mrs. Kathryn Hamblen, Dr. Olatunji Akintilo, Mrs. Neelie Panozzo

Members Absent: Dr. Jeffery Long, Dr. Edward Kent Frye

Staff Present: Mrs. Amy LaFine, Mr. Keith Wojnowski, Ms. Nicole Finnegan

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

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Mrs. Panozzo, seconded by Mr. Gustafson, the motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF THE MINUTES

A motion was made by Mr. Gustafson to accept the March 20, 2025, Board of Health minutes, seconded by Mr. JohaneK, the motion passed unanimously.

EMPLOYEE INFORMATION

Mrs. LaFine reported that we currently have one opening for a Maternal Child Health Coordinator and one retirement in Environmental Health for Steve Lamb. We hired two contractual Opioid Overdose Prevention Specialists, and our Environmental Health Inspector Kenneth started at the end of May and is doing great so far.

DIVISION REPORTS

Client Services

MATERNAL HEALTH:

Mrs. LaFine included her report which listed the following:

- The WIC Education and Training Conference was held in Springfield April 21-April 23. There were 4 mandatory tracks offered. KCHD staff attended and covered all 4 tracks in preparation for our next WIC grant cycle program deliverables.
- The long time Family Case Management/High Risk Infant Follow Up Program will end June 30, 2025. In its place a Notice of Funding Opportunity was received, replacing this grant. An application was completed and submitted for this new program; Better Birth Outcomes-Comprehensive. KCHD is awaiting notification of award status. Estimated timeline for notification is end of May. KCHD Case manager's will begin notifying clients who do not meet the new (narrower) criteria for the "BBO-C" program on Monday 19, 2025 and assist with their transition. All these clients will still meet WIC program criteria.

- April 25, 2025, 2 KCHD Nurses attended Riverside Medical Center's "Baby and Beyond" Women's Health Fair to educate on services and programs at the Health Department.
- April 27, 2025, Vedic Albright/Genetics RN attended the "Babies and Bumps Expo". She provided education available in both English & Spanish re: IDPH prenatal & newborn screening, resources for getting genetic testing results from IDPH newborn screening and completed 65 prenatal genetic screens with participants.
- On May 3, 2025, Client Service and Health Promotion partnered to offer a Well Women's Clinic from 8a-3:30p. Focused on women's physicals, pap testing, breast exams and mammogram referrals.

COMMUNICABLE DISEASE:

- Renewal of KCHD's 340b status, under IDPH "umbrella" has been completed. This allows KCHD to purchase Tuberculosis treatment medication for clients at a discounted price.
- Outreach 5/28/25 Immunization outreach is scheduled to Indian Oakes Academy. 5/29/25 Immunization Outreach is scheduled for Lorenzo Smith School.
- There are no definitive Measles cases in Kankakee County. We followed one exposure for K3 School District. A teacher was exposed to measles while visiting Cook County. The teacher never developed any symptoms; the case was closed. The teacher works but does not reside in Kankakee County.

Overall, April-June has been a very busy time for Grant close out reports, NOFO Program applications and Program Budget revisions.

Environmental Health

Mr. Wojnowski reported that the department is preparing to start the West Nile virus surveillance program, which will begin on May 27, 2025. This includes assembling mosquito traps, mapping surveillance sites around the county. Currently, 8 mosquito traps will be set up and trap locations include (locations may change) Kankakee (2), Essex (1), Bonfield (1), Bradley (1) Bourbonnais (1), Manteno (1), and Sun River Terrace (1). Active tick surveillance activities are ongoing, and the department will collect ticks via tick drags and carbon monoxide traps. Collected ticks will be sent to the state laboratory for testing. On May 8th, the department hosted a larvicide training program for the various public works departments in the county. Several departments attended, including Kankakee, Bradley, Bourbonnais, Bonfield, and Sun River Terrace. An intern has started working with the department and has begun assisting with the vector program, and he will participate in other programs as well (e.g., food, well and septic). No dead birds will be collected this year due to the ongoing bird flu outbreak. Clusters of dead birds (5 or more) will be reported to the Illinois Department of Natural Resources.

Administrator's Report

Mr. Bevis included his report in the packet which listed the following:

- On May 8, 2025, we held a larvicide training for municipal workers involved in vector (mosquito) reduction for those throughout the county who perform the larvicide and spraying to help prevent vector borne diseases. This was well attended training as we handed out over 16 certificates for attendance.
- On May 9, 2025, we participated in a Naloxone Training at the Bourbonnais library.
- On May 10, 2025, we participated in the Farmer's Market Mental Health and Wellness Fest along with I-

KAN, Pledge for Life, Youth Advisory Council, Project Sun and Riverside Healthcare.

- On May 20, 2025, we participated in the Relatives Raising Children Resource Fair at BBCHS.
- We participated in a Riverside Mental Health Awareness Fair on May 23, 2025
- We participated in a Mini Health Fair on May 28, 2025, with the Community Health Partnership.
- We hosted a Men's Health discussion at the Kankakee County Health Department on June 7, 2025, sponsored by the NAACP and a Car Seat Presentation at the Momence Public Library on June 7, 2025.
- Our social media continues to promote public health and collaborative events and local happenings including posts concerning car seat safety, Men's Health Month, World Tobacco Day, Vector Borne Disease Prevention, The Boat America Class at the KCHD on July 19th sponsored through the United States Coast Guard Auxiliary, Recognition for one of our own as an Early Childhood Education Champ[ion by Success By Six, The NAACP event on June 7, at the KCHD, the Blood Drive at Hopkins Park June 9, 2025, National Prevention Week and MUCH more.
- Kudos to our Health Promotion Team for the continuation again of the Community Foundation of Kankakee River Valley Grant for our Child Passenger Safety Program to help continue the great work in educating the public on safe installations and passenger safety for the ones too little for seat belts yet.
- I am pleased to present the Kankakee County Health Departments 2024 Annual Report of Services and Finance. The Kankakee Health Department is an IDPH Certified Local Health Department that provides clinical and environmental services through the operation of various programs, services and partnerships for the residents of Kankakee County and celebrates its 40th year in 2025. The Health Department touches every resident some way or another in their daily lives whether they enter our doors or not. This includes the water you drink, the food you eat, immunizations of adults, young adults and children, maternal and child healthcare to pregnant women, and services to infants and children with the goal of improving health outcomes to promote overall wellness within our community. Some interesting facts from our inception 40 years ago: We started with 37 employees and today we are at 36, we started with 5 grants and today we have 25, our budget in 1985 dollars was 754,000 dollars and today we are at 4,200,000 dollars. In 40 years we have completed over 65,000 food inspections, educated and served three generations of families, immunized approximately 80,000 individuals, performed 32,000 lead screenings, follow up every day on over 90 reportable diseases and possible outbreaks, served over 5,000 foster families and children as they assimilate into our community and performed thousands of educational presentations and trainings to individuals, agencies and organizations within our community.

ADMINISTRATIVE REPORTS

Financial Status

For March 2025, we should be at 33% of the year. We received nearly \$290k in grant payments in March. For Fees, we are at just over 57% for the year thus far. Our interest for the month was higher due to the money market interest not posting until March 2, so there are 2 money market interest deposits in March plus the IPTIP interest for March. Total revenue received in March is recognized at \$321,138, or about 22.40% for the year. On the expense side for March, we are at 29.14% for Personnel & Fringe, so we are slightly under budget due to open positions. We still have just one open position {MCH Coordinator}. Total expenses for the year thus far are now at 26.02%. Overall, we are showing \$1,081,735.23 in expenses, and a negative overall fund balance of a little over \$150k for the year thus far. However, our Accounts Receivable for March is sitting at just under \$420k for grants billed through 3/31/25. See additional attachment for outstanding Accounts

Receivable. For our cash on hand: Interest for the money market was \$5786.98 for February, but this did not post until 3/2/25, so is shown in March's financials. The interest for March was \$6010.24, and the IPTIP account received \$8409.91 in interest for March. Total interest for March on invested funds was \$20,207.13. Total Cash on Hand is \$4,956,546.95 as of 3/31/25.

For April 2025, we should be at 41.67% of the year. We received nearly \$135k in grant payments for the month, bringing us to just over 25% of the year for grant revenue. For Fees, we are at just over 63% for the year thus far. Our interest for the month was just above \$14,500, and we received the annual rent payment of \$24,812 from 911 in April as well. Total revenue received in April is recognized at \$205,871.82, or about 27.35% for the year.

On the expense side for April, we are at 35.73% for Personnel & Fringe, so we are still under budget due to open positions. Total expenses for the year thus far are now at 32.04%. Overall, we are showing \$1,332,117.68 in expenses, and a negative overall fund balance of a little under \$195k for the year thus far. However, our Accounts Receivable for April is now up to just under \$443,500k for grants billed through 4/30/25. This is higher due to the quarterly billing for January- March 2025 being completed but now outstanding. See additional attachment for outstanding Accounts Receivable. For our cash on hand: Interest for the money market was \$6235.29 for April, IPTIP accrued \$8196.26 in interest for April, and the checking account received \$110.93 in interest for April. Total interest for April was \$14,542.48. Total Cash on Hand is \$4,896,064.08 as of 4/30/25

For May 2025, we should be at 50% of the year. We received a little over \$227k in grant payments for the month, bringing us to just over 1/3 of the year for grant revenue. For Fees, we are at just under 70% for the year thus far. Our interest for the month is showing \$8436.52. That is the IPTIP interest only, as the money market interest did not post to the account until 6/1/25, so that will show on June's financial report. Total revenue received in May is \$296,770.60, or about 34.49% for the year, about 16% behind projected budget. Keep in mind that we haven't received a property tax distribution yet and will not until most likely July after the first installments are received and processed.

On the expense side for May, we are at 46.46% for Personnel & Fringe, so we are still slightly under budget due to the open MCH Coordinator position. Total expenses for the year thus far are now at 41.16%. Overall, we are showing \$1,711,421.09 in expenses, and a negative overall fund balance of a little over \$277k for the year thus far. Our Accounts Receivable for May is at \$409k for grants billed through 5/31/25. See additional attachment for outstanding Accounts Receivable. For our cash on hand: Total Cash on Hand is \$4,793,109.14 as of 5/31/25. Mrs. Panozzo made a motion to combine and approve the March, April, and May 2025 Financials seconded by Mr. Gustafson and a roll call vote the motion passed.

A copy of the finalized audited FY 24 Financials was included for the Board to review, Dr. Akintilo made a motion to approve the finalized audited FY 24 Financials, seconded by Mr. Gustafson the motion passed.

OLD BUSINESS

Mr. Carrico explained that we currently have three members up for reappointment, Mr. Carrico, Mrs. Kathryn Hamblen, and Dr. Frye. He advised members that would like to continue another term on the Board of Health to fill out their application and turn it into the County.

NEW BUSINESS

A copy of the Annual Report draft was included in the packet for the Board to review, Mr. Gustafson made a motion to approve the Annual Report draft, seconded by Mrs. Hamblen and a voice vote, the motion carries.

OTHER BUSINESS

Mr. Carrico announced that he is teaching a Boat Safety course offered by the U.S. Coast Guard Auxiliary on July 19th at the Kankakee County Health Department. You will receive a certificate of completion with a safety card upon completion and it's a great opportunity for everyone to come and get certified in boat safety so please share with anyone that might be interested.

Some questions were asked regarding a revised children's vaccine schedule, at this time we have not been given a new schedule and have no knowledge yet on what that looks like but will keep the Board updated once we do.

EXECUTIVE SESSION

None

ADJOURNMENT

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

Minutes Respectfully submitted by,

Mrs. Neelie Panozzo, Secretary

Minutes Reviewed by, Mr. John Bevis, MPH, Public Health Administrator

Minutes prepared by Ms. Nicole Finnegan, HR Administrative Coordinator