

Kankakee County Health Department
Regular Meeting
September 18, 2025

Members Present: Mr. Antonio Carrico, Mr. Jim Johanek, Mr. Rodney Gustafson, Dr. Ashu Bansal,
Dr. Olatunji Akintilo, Mrs. Neelie Panozzo

Members Absent: Dr. Jeffery Long, Dr. Edward Kent Frye, Mrs. Kathryn Hamblen

Staff Present: Mr. John Bevis, 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 Mr. Gustafson, seconded by Mrs. Panozzo, the motion passed unanimously.

PUBLIC COMMENT

Ms. Becky Williams on behalf of staff with concerns and Mr. John Rizzo, AFSCME Union Representative.

APPROVAL OF THE MINUTES

A motion was made by Mr. Johanek to accept the June 12, 2025, Board of Health minutes, seconded by Mr. Gustafson, the motion passed unanimously.

EMPLOYEE INFORMATION

Mr. Bevis reported that we are hiring for an RN Case Manager, a Nutritionist, an MCH Coordinator, and a Contractual Grants Program Specialist.

DIVISION REPORTS

Client Services

MATERNAL HEALTH:

Mrs. LaFine included her report which listed the following:

- KCHD Nurse case Managers are scheduled for Phase II training for the Better Birth Outcomes program in Bloomington on October 16, 2025.
- A successful KCHD WIC SITE review has been achieved. Our WIC Program Quality Review final report has been received:

"I would like to express gratitude to Amy, Jennifer, Erin and the entire WIC Team for all they do for WIC families; as well as for taking the time to provide and discuss the requested documents and operation specifics of your WIC Program with me, I applaud the dedication and commitment staff have to the program!" - Jessica Gadowski, Regional WIC Consultant

COMMUNICABLE DISEASE:

- C.D. have been very busy responding to outreach requests. They have completed Vaccination updates at Indian Oaks and the Kankakee Caree Center. District 111 has requested an event for their teachers, date forthcoming.

- September 6, 2025, staff participated in Morning Star Baptist Church's 97th Anniversary celebration
- Also on September 6, 2025, an additional KCHD team was on hand at the NAACP Health Fair at the Lisieux Center.

Environmental Health

None

Administrator's Report

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

- On August 23, 2025, we participated in the Choices Youth Outreach at Martin Luther King Park.
- On August 29th, we participated in the Kankakee Regatta to promote public health and provide education to residents.
- On September 6th, 2025, we participated in the 97th Anniversary of Morning Star Baptist Church where we performed blood pressure screenings and provided education to the public.
- On September 6th we also participated in the NAACP Health Fair at the Lisieux Center providing outreach and educational materials for the public.
- On September 10th, we participated in the Kankakee Community College Resource Fair providing information to the students and teacher population on resources provided by the KCHD.
- On September 16th, 2025, we participated in the Lifelong Learners organization providing opioid training to several individuals through our Opioid Grant program coordinator, Tony.
- Wastewater reports for August show low levels of Covid, flu and RSV locally regarding respiratory illness within our community.
- Our social media continues to promote public health and collaborative events within the community including information on Suicide Prevention Awareness Month, National Recovery Month, Sickle Cell Awareness Month, World Alzheimer's Month, International Overdose Awareness Day, Breastfeeding information, promotion of our upcoming Car seat inspection event on September 26th, from 11am to 5pm. There is no charge and drive-ups are welcome, and MUCH more.
- Our Radio Program Who Knew, begins its 3rd year and continues to showcase our great programs and staff, includes program of our collaborations and many special guests to showcase the community's involvement in the health of the public throughout the year. Listen to us on Saturday mornings from 1030 am to 11am on WKAN. Miss the show? We have the episodes on our website. Catch up from previously aired broadcasts.
- Work has been completed on our repainting of the building from its original colors from the year 2000. Drive by and check us out, or better yet, come in and say hi and schedule a tour.
- Attended the KCC Presidents Equity, Diversity and Inclusion Council Meeting on August 27th, 2025.

- Attended the Continuum of Care meeting on September 4th, to discuss the current homeless issue in Kankakee County, as well as the Planning and Zoning Meeting and the two subsequent City Council Meetings on the vote for the special use permit for Fortitude. The KCHD and the State as well as both hospitals recognize homelessness as a community health need in our latest needs assessment.
- Attended the IPHA Local Health Department Administrators Meeting in Bloomington on September 9th, 2025, to hear reports on Hope in Broken Things and a session on Strategic Planning.
- Attended all three meetings at the Kankakee City Council to discuss the public health issues surrounding the homelessness issue in the state and in Kankakee County. Over 30 agencies spoke in support of the request, the State Homelessness Office sent an individual to pledge support and money for future help and services, and many church and local leaders showed up to support the request. Alas, the vote failed 0-12. With no Fortitude Bus this year, there is now NO support for the homeless population as we slip in cold weather and winter.

ADMINISTRATIVE REPORTS

Financial Status

For June 2025, we should be at 58.33% of the year. We received a little over \$275k in grant payments for the month, bringing us to just over 43% of the year for grant revenue. For Fees, we are at just over 74% for the year thus far. An adjustment was made to Sewer and Water Evaluations to move some of the revenue posted to that line into Water Kit Testing and Nitrate Testing. Our interest for the month shows \$21,134.69 for the month of June. That includes the money market interest from May which did not post to the account until 6/1/25, plus the June interest for the money market and IPTIP. Also in June, under "Other Revenue" we received \$7500 from the Community Foundation of Kankakee River Valley for a Child Passenger Safety Education Program we applied for. Total revenue received in June is \$327,840.19, or 42.37% for the year, which is still about 16% behind projected budget. On the expense side for June, we are at 53.86% for Personnel & Fringe, so we are still slightly under budget due to the open MCH Coordinator position plus a bilingual Client Service Rep. We also had 2 employees out on unpaid FMLA leaves. June is the end of the grant year for the majority of our grants, so the operating expenses in June are higher than other months as well. Total expenses for the year thus far are now at 51.50%. Overall, we are showing \$2,141,236.04 in expenses, and a negative overall fund balance of a little over \$379k for the year thus far. Our Accounts Receivable for June was approximately \$644k for grants billed through 6/30/25. See additional attachment for outstanding Accounts Receivable as of 6/30/25. For our cash on hand: Total Cash on Hand is \$4,753,756.23 as of 6/30/25.

For July 2025, we should be at 66.66% of the year. We received just under \$352k in grant payments for the month, bringing us to just under 56% of the year for grant revenue. We also received our first property tax distribution of \$246,272.99 in July. For Fees, we are at just over 78% for the year thus far. Our interest for the month is \$14,952.76 which is for the money market,

checking account, and IPTIP interest for July. Total revenue received in July is \$635,123.07, or 57.65% for the year, which is still about 9% behind projected budget. Total revenue received thus far is \$2,397,072.07. On the expense side for July, we are at 61.12% for Personnel & Fringe, so we are still slightly under budget due to the open MCH Coordinator position plus a bilingual Client Service Rep. We also had 2 employees out on unpaid FMLA leaves. Total expenses for the year thus far are now at 57.37%. Overall, we are showing \$2,385,521.44 in expenses, and with the property tax distribution and the grant payments received, we are now showing a positive balance of \$11,550.63. Our Accounts Receivable for July is not complete yet due to many grants not fully executed yet. We do not receive the new billing workbooks until contracts are executed by IDPH or OHS, so the billing is not complete yet for the month. For our cash on hand: Total Cash on Hand is \$5,092,931.39 as of 7/31/25.

For August 2025, we should be at 75% of the year. We received just over \$282k in grant payments that month, bringing us to 66% of the year for grant revenue (9% behind). We also received another property tax distribution of \$128,054.74 in August, bringing us to 62.57% for the year. For Fees, we are at just over 83% for the year thus far. Our interest for the month is \$15,301.94 which is for the money market, checking account, and IPTIP interest for August. Total revenue received in August is \$452,283.11, which brings us to 67.86% for the year, which is still about 7.14% behind projected budget. Total revenue received thus far is \$2,821,622.66. On the expense side for August, we are at 66.87% for Personnel & Fringe, so we are still slightly under budget due to the open positions and unpaid FMLA leaves. Total expenses for the year thus far are now at 62.81%. Overall, we are showing \$2,611,833.49 in expenses, and we are still showing a positive balance of \$209,789.17. Our grants for the new grant year (which started in July) have started to be executed by the state, so we have begun to submit our billing for services performed since July 1. This will obviously delay receiving grant payments, but with the property tax distributions received, we will not fall behind for our cash on hand: Total Cash on Hand is \$5,307,148.62 as of 8/31/25. Mr. Johanek made a motion to combine and approve the June, July, and August 2025 Financials seconded by Mrs. Panozzo and a roll call vote the motion passed.

OLD BUSINESS

Mr. Bevis explained that because the DOL Overtime Rules and Administrative Salary Table was presented in January due to impending DOL laws never went into effect, we are reverting back to our original salary table that still includes all Administrative positions as salary and not hourly as previously reflected.

Mr. Bevis also updated the board on our painting project. This has now been completed, and the building is looking fresh and new again thanks to everyone involved in the process we are very happy with the results.

NEW BUSINESS

Mr. Carrico introduced and explained the report included on Statewide Legislations Impacting Health Departments and a motion was made by Mr. Gustafson to approve the resolution regarding HB 2341- for Local Health Protection Grant Expansion, seconded by Mr. Johanek and a voice vote, the motion passed.

OTHER BUSINESS

Mr. Carrico explained that he wanted to clarify a lack of understanding that before he was on the Board It was unknown that the County Representative also had to be on the financial committee and that has now been corrected. The second thing he wanted to correct was the orientation process for Board of Health members so that it becomes the responsibility of the President, Vice President, or anyone who has been here on the board to give new board members direction and not the Administrator. Mr. Carrico explained that he created 2 videos and a dedicated website which gives board members a general orientation and a video on understanding Roberts Rules of Order for all future board members.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business before the Board, Mr. Gustafson made a motion to adjourn, the motion was seconded by Dr. Akintilo 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