

Kankakee County Health Department  
Regular Meeting  
June 16, 2022

**Members Present:** Dr. Simon Wu, Mr. Rodney Gustafson, Mr. Jim Johaneck, Dr. Abraham Kurien, Mr. Antonio Carrico, Dr Jeffrey Long, Dr. Olatunji Akintilo, Dr. Syreeta Jones

**Members Absent:** Mrs. Neelie Panozzo

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

The meeting was called to order by Dr. Wu at 5:03 P.M.

**APPROVAL OF THE AGENDA**

A Motion to approve the June 16, 2022, agenda was made by Dr. Akintilo, seconded by Dr. Long, the motion passed unanimously.

**PUBLIC COMMENT**

None

**APPROVAL OF THE MINUTES**

A motion was made by Mr. Carrico to accept the May 12, 2022, Board of Health minutes, seconded by Dr. Jones, the motion passed unanimously.

**EMPLOYEE INFORMATION**

Mr. Bevis reported that we are excited to announce that we have had some employee milestones over the last two years that we are just now able to recognize. We had three employees reach their five-year anniversary, Jennifer Gaddis, Alan Hatia, and Karen Shoemaker. Steve Lamb was honored for 15 years of service, Erin Weakley reached 20 years of service, Sharon Vanderhei reached 30 years of service, and Keith Wojnowski and John Bevis are our longest honorees at 35 years of service. John expressed how proud he is of our team and the hard work and dedication that has gone into achieving these milestones. We currently have 2 openings for Certified Medical Assistants, one of which is bilingual, an RN Case Manager, and a Genetics RN that we are actively interviewing for.

**DIVISION REPORTS**

*Client Services*

None

*Environmental Health*

None

## *Administrators Report*

Mr. Bevis reported that Kankakee County has now been upgraded from low to medium status, classified by the CDC metrics system. These metrics are based off how many beds are being occupied, and total number of new cases, an increase in these metrics is now considered an uptick or small wave. As of now, we are averaging 35-40 new cases per day and are at 30,532 positive cases total. Our county is at 51.37% fully vaccinated and have given 28,190 boosters.

Mr. Bevis announced that we are ready for the children's vaccines to be approved and have already submitted our order based on what is approved first. Not many physicians have reached out to vaccinate yet and we are prepared to handle many of the vaccinations for the younger age group until the physicians are more involved in the process.

Mr. Bevis was happy to share that we have been very active in the community, most recently attending the Pride Picnic promoting safe options. June is Men's health month, and we will be promoting that on our Facebook page. We are currently working on 31 grants, some of which address tobacco, std's and a new opportunity we have been presented with, Arise, with more details to come.

Mr. Bevis then announced that Dr. Kurien and Dr. Wu's terms expire in June, although they did reapply, they were not reappointed at this time. Mr. Bevis thanked them for their years of service and let them know how much they will be missed. Mr. Bevis explained that two new members were appointed, and we will meet them at July's meeting.

## **ADMINISTRATIVE REPORTS**

### *Financial Status*

Mr. Bevis updated the Board on the May Financials. For May 2022, we should be at 50% of the year. Our revenues are just over 34% for the year, but we haven't received any property tax distribution yet, which is normal because we don't receive our first distribution until early July after the first payment due date. Most of our FY22 grants are ending 6/30/22, so we are finishing up those deliverables and send outs in the next couple of weeks. Total revenue for the year through May 31 is at \$1,748,183.56. On the expense side for May, we are under spent for Personnel and Fringe at 45.40%. Our Operational expenses are under budget at 28.34% but with most of our FY 22 grants ending, we will see an uptick in expenses for June. Total expenses are at 35.95% for the year thus far. Overall, we are slightly overspent for year by approximately \$90,000 as of the end of May. For our cash on hand: Interest for IPTIP has increased again, while the money market and checking account interest remained low for May, overall netting a little over \$700 total in interest. Total Cash on Hand is \$3,442,875.64 as of 5/31/2022. Dr. Long made a motion to approve the May Financials, seconded by Dr. Akintilo, the motion passed unanimously.

## **OLD BUSINESS**

Mr. Bevis gave the Board an update on the status of our parking lot repairs. We were able to meet with Greg and Andrew from the County who did a walk-through assessment and recommended we do a site survey to see what work will need to be done. At this point, the County was not sure if they are able to come and do the specs for us with their current workload, or if we should hire a company. It

was determined that we can speak to Chairman Wheeler about that moving forward and determine next steps. Once we have the specs and am familiar with what needs to be done, we can go from there. It was suggested that if we just do minor repairs and paint, we might be able to hold off for now and wait until we can secure a lower price.

## **NEW BUSINESS**

Mr. Bevis announced that we have a visitor here, Mr. Bruce Clark, who has attended on behalf of presenting an IGA to extend the Administration fees for our KCHD Bonds. Mr. Bevis explained to the Board that he received a message from Steve McCarty regarding entering a third IGA extending our fees from what was originally signed in 2002. Mr. Clark explained that he represents the Public Building Commission that is responsible for a total of four Bonds, three belonging to the Jail and one for the Health Department. After much discussion, the Board agreed to pay the additional fees until 2026 spread over a 5-year period. A motion was made by Dr. Long to fulfill our obligation to pay 88% of \$80,000 and the remaining 12% to be paid by Kankakee County contingent upon a re-draft completed by the State's Attorney's office with a payment schedule both parties agree on over a 5-year term, the motion was seconded by Dr. Akintilo and passed unanimously.

Mr. Bevis announced that as of July 1<sup>st</sup>,2022 we will have two officers no longer serving because of their terms expiring. This leaves us with three options, Gustafson promoted to President and elect the other two officers. Second option, choose a whole new slate, or third option is present a committee who will present a new slate of officers. Dr. Wu felt that a whole new slate would be best and nominated the Personnel and Finance Committees as the acting nominating committee. Mr. Johanek, Mr. Carrico, Mr. Gustafson, and Dr. Long will be meeting to discuss.

## **ADJOURNMENT**

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

Minutes Respectfully submitted by,

Dr Abraham Kurien, Secretary

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

Minutes prepared by, Ms. Nicole Finnegan, HR Administrative Coordinator