

Meeting of November 13, 2017

The meeting of November 13, 2017 at the Marion office was called to order at 6:03 p.m. by Dr. Graham.

Dr. Braid, Dr. Davis, Mr. Duty, Dr. Leek, and Dr. Graham, Mr. Gentry and Mr. Melvin were all in attendance.

Public Comments: No public comments were made.

Mr. Donald Gaddis, employee of the Health Department, addressed the Board regarding the financial status, staffing and the future of the health department.

Cindy Bobell, CPA, presented the Annual Audit for July 1, 2016 – June 30, 2017 to the Board of Health. A motion was made by Mr. Gentry, seconded by Dr. Leek to accept the audit as presented.

A motion was made by Mr. Gentry, seconded by Dr. Leek to go into closed session at 7:00 p.m. to discuss the appointment, employment, compensation, discipline, or dismissal of specific employees of the public body and collective bargaining as stated in [5 ILCS 120/2 (c)(1)]. Motion carried unanimously.

A motion was made by Mr. Gentry, seconded by Dr. Leek to return to open session at 7:22 p.m. Motion carried unanimously.

A motion was made by Mr. Gentry, seconded by Mr. Duty to approve the minutes of the August 14, 2017 meeting. Motion carried unanimously.

A motion was made by Mr. Gentry, seconded by Mr. Melvin to approve the minutes of the September 12, 2017 meeting. Motion carried unanimously.

A motion was made by Mr. Gentry, seconded by Dr. Davis to concur with the action of the Director on the approval of bills. Motion carried unanimously.

A motion was made by Mr. Gentry, seconded by Mr. Melvin to accept the quarterly report as presented for this quarter. Motion carried unanimously.

A motion was made by Dr. Leek, seconded by Mr. Melvin to add Christmas Eve as an official holiday of the health department. Motion carried unanimously.

Mr. Huffman from Gilbert, Huffman, Prosser, Hewson and Barke Ltd. Law Firm spoke regarding new laws implemented by the Illinois Department of Labor that need to be added to our health department policy manual. It was decided to continue this discussion at the next Board of Health meeting.

Mr. Tony McEntire, Director of Environmental Health was not present but submitted a statistics report for Mr. Kevin Kaytor to provide to the Board of Health.

Ms. Ronda Koch, Director of Emergency Preparedness discussed coordinating with area churches to hold events for training to prepare for emergencies. Ms. Koch also discussed volunteers who help with office duties at the health department. Ms. Koch addressed the need for marketing for the public health and home health division.

Mr. Kevin Kaytor, Administrator discussed purchasing refurbished servers to replace aging servers at the Health Department through AuditSolv, the IT company that we contract with for support. Mr. Kaytor also discussed the ongoing effort to charge a fee for food permits.

Dr. Graham informed the Board of Health Members that the next regular meeting is February 26, 6:00 p.m. at the Marion office.

A motion was made by Dr. Braid, seconded by Dr. Graham to adjourn the meeting at 7:24 p.m. Motion carried unanimously.



Eric Graham, M.D., President



Stephen Leek, D.C., Secretary