

Regular Meeting of August 13, 2018

The regular meeting of August 13, 2018 at the Marion office was called to order at 6:02 p.m. by Dr. Graham.

Dr. Braid, Mr. Duty, Mr. Gentry (via telephone), Dr. Graham, Dr. Leek, Mr. Melvin were all in attendance.

Staff/Public comments: No comments were made.

A motion was made by Mr. Melvin, seconded by Dr. Leek to approve the minutes of the May 30, 2018 meeting. Motion carried unanimously.

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

A motion was made by Dr. Leek, seconded by Mr. Duty, to accept the quarterly report for this quarter. Motion carried unanimously.

A motion was made by Dr. Graham, seconded by Mr. Duty, to accept the Annual Report for July 1, 2017 – June 30, 2018.

A motion was made by Dr. Leek, seconded by Mr. Melvin, to accept the annual review of the Affirmative Action Plan as presented by Mr. Kaytor for the fiscal year July 1, 2017 – June 30, 2018. Motion carried unanimously.

Aflac representative, Jason Cox, presented information to the Board of Health regarding pre-tax health insurance premiums.

A motion was made by Dr. Leek, seconded by Mr. Gentry to accept the IMRF Resolution for pre-tax health insurance premiums.

A motion was made by Mr. Melvin, seconded by Dr. Leek to accept the meeting dates for 2019. Motion carried unanimously.

Mr. Kaytor, Administrator, presented the Emergency Preparedness report on behalf of Ms. Ronda Koch, Director of Emergency Preparedness and presented the Environmental Health report on behalf of Mr. Tony McEntire, Director of Environmental Health.

Mr. Kaytor, Administrator, discussed the following topics:

Pre-tax health insurance premiums

Upgrading front entrance doors at the Marion location to electric doors after receiving grant money to help pay for the upgrade.

Working with Jackson, Southern Seven and Fayette County Health Departments on regional tobacco grant. Carrie Eldridge, Director of Health Education, is leading the project.

Presented the Board of Health with the Alliance survey results

Updated the Board of Health regarding Food permit ordinances; both Franklin and Williamson counties have passed the ordinance. Food establishments will be invoiced according to their food permit expiration date.

Looking into purchasing digital temperature data loggers that will interface with cell phones, computers, etc. for notification if temperatures become out of range for vaccine to prevent spoilage.

I am currently reviewing the Retiree Health Insurance program to determine if this program is sustainable in its current structure.

Getting quotes to replace the business sign at the Marion location due to its current deteriorated condition.

A motion was made by Mr. Duty, seconded by Dr. Leek at 6:40 p.m. to go into closed session 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

The Board of Health Members completed and unanimously approved Mr. Kaytor's annual evaluation.

A motion was made by Mr. Duty, seconded by Mr. Melvin to return to open session at 7:02 p.m. Motion carried unanimously.

Mr. Kaytor informed the Board of Health Members that the next board meeting will be on November 13, 2018 at 6:00 p.m. at the Marion location.

A motion was made by Dr. Leek seconded by Mr. Melvin to adjourn the meeting at 7:08 p.m. Motion Carried Unanimously.



Eric Graham, M.D., President



Stephen Leek, D.C., Secretary