



**Public Health**  
Prevent. Promote. Protect.

**Lee County Board of Health Minutes**  
**March 14, 2023**

The Lee County Board of Health met at 6:30 p.m. on Tuesday, March 14, 2023 at the Lee County Health Department.

Board members present were Dr. Saad Blaney, Sue Shippert, Katie White, Dr. Shailee Patel, Courtney Kennedy and Janice McCoy. Board members absent were Dr. William Long & Emily Rose. Also present at the meeting were health department employees Cathy Ferguson-Allen, Angel Lillpop, Lisa Wiggins, Jennifer Kolb and Jenny Conderman.

Guests Present: None

Vice-President Courtney Kennedy called the meeting to order at 6:32 p.m.

The minutes for the January 10, 2023 meeting were approved following a motion by Janice McCoy that was seconded by Sue Shippert.

***Public/Visitor Comments:***

None

***Monthly Financial Reports:***

The January & February Financial Reports and February & March Claims Registers were reviewed and approved following a motion by Dr. Blaney that was seconded by Katie White.

***Administrator's Report:***

Cathy reported:

- The Director of the Illinois Department of Public Health, Dr. Vhora, is visiting KSB & LCHD this Friday.
- Lupita Serrano recently completed her internship with us. She did a fantastic job, so we've hired her to assume the role of Emergency Response/Community Health Plan Coordinator. She will officially receive her Master of Public Health degree in May.
- LCHD has signed an intergovernmental agreement with the county for janitorial services. This agreement allows us to get the cleaning services we need, without the hassle of filling the position ourselves. It's been very challenging to recruit and retain someone for a 10 hour per week position. We will pay the county for 10 hours per week of services. We've been extremely satisfied with the work thus far.

- We completed our annual turnover report for 2022. We had 6 employees leave in 2022-two were in the 10 hour per week janitorial position and one relocated. The other 3 left for higher paying jobs. This is unfortunate, because it's time consuming and costly to fill vacant positions.

### **Division Reports:**

#### *Maternal & Child Health:*

Lisa shared that unfortunately, more parents are opting for alternative immunization schedules (giving children vaccinations at different times or pace than is recommended). We continue to educate parents on the importance of staying up to date.

The WIC disaster plan will be ending May 11. Within 90 days after that expires, all clients must be seen face to face. During much of the pandemic, certain appointments were allowed to be done over the phone. We're encouraging clients to come in to the office now, but if they ask to do it by phone, we must allow that until the disaster plan ends.

#### *Fiscal & Front Office Services:*

Angel reiterated how happy we are with the cleaning services.

#### *Community & Personal Health:*

Jenny reported that we are now offering school and sports physicals. \$50 for one; \$80 if both are needed. Clients can also receive any needed vaccinations at the time of their physical.

The next bivalent booster clinic (April 14) will be a walk-in, no appointments needed.

We have a good supply of home COVID test kits to distribute to residents as needed. Tests can be requested via phone and Jenny will meet the residents outside to provide the tests,

#### *Environmental Health:*

Jen continues to work with LCSD and the zoning department on various nuisance cases.

She met with the Assessor, Zoning & GIS departments to discuss the possibility of utilizing GIS for wells and septics. This is being looked into.

The 2<sup>nd</sup> nuisance property being addressed with ARPA funds is almost done.

#### *New Business:*

Proposed Food Code Updates-Jen walked the board through the proposed updates. The board voted to approve the changes as presented. Well and septic code updates will be brought to the board at the May meeting; then everything will go to the county board.

#### *Old Business:*

There being no old business, Janice McCoy motioned to adjourn the meeting and Sue Shippert seconded. Meeting adjourned at 7:25 p.m.

The next scheduled meeting of the Board of Health is May 9, 2023.

Respectfully Submitted,

Katie White, Secretary