



Southern Seven Health Department
Administrative Office

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BOARD OF HEALTH MEETING
Thursday, April 22, 2021 | 6:30 p.m.

AGENDA (REVISED)

To Join the Video Meeting: Download the ZOOM app from your app store or visit www.zoom.com and enter the following Meeting ID and Passcode. If you would prefer, you can call in to the meeting by dialing 312-626-6799 and following the instructions. ***A link to join will also be emailed to you prior to the meeting.***

Meeting ID: 824 9690 3047

Passcode: 807540

- I. Call to Order, Open Meetings Compliance, Quorum Check
- II. Roll Call
- III. Review and Approval of Regular Meeting Minutes from 2/25/2021
- IV. Administrator's and Director's Reports
 - a. Executive Director, Rhonda Andrews-Ray
 - i. Grants & Funding
 - ii. Contracts & Leases
 1. Written Notice to Terminate Lease, Pope Co. Clinic – *Motion to Approve*
 2. Permission to Execute New Lease, Pope Co. Clinic – *Motion to Approve*
 - iii. Other Updates
 - b. Financial Administrator, J.P. Champion
 - i. Public Health Financial Statements – *Motion to Approve*
 - ii. Head Start Financial Statements – *Motion to Approve*
 - iii. Head Start In-Kind Report – *Motion to Approve*
 - iv. Credit Card Reports – *Motion to Approve*
 - v. FY' 22 de minimis rate – *Motion to Approve*
 - c. Human Resources Administrator, Emily Boyd
 - i. Personnel Action Report – *Motion to Approve*
 - ii. Health Insurance Renewal



Southern Seven Health Department is an Equal Opportunity Employer and Provider, complies with applicable federal civil rights laws, and does not discriminate on the basis of race, color, national origin, age, disability, or sex.



- iii. Affirmative Action Plan – *Motion to Approve*
- iv. Standards of Conduct – *Motion to Approve*
- v. Complaint Process – *Motion to Approve*
- d. Early Childhood Administrator, Jennifer Parks
 - i. Policy Council Crossover Member Report, Sharon Burris – *Motion to Approve*
 - ii. Enrollment/Attendance/Recruitment Update – *Motion to Approve*
 - iii. Locations for 2021-22 school year
 - iv. Community Assessment Input
 - v. Fiscal Training
 - vi. Substantiated Violations & Corrective Plan – *Motion to Approve*
- e. Director of Nursing, Teresa Wilburn
 - i. COVID-19 Response
 - ii. Communicable Disease Report
- f. Health Education Director, Natalie Sawyer
 - i. Illinois Project for Local Assessment of Needs (IPLAN) – *Motion to Approve*
 - ii. Program Updates
- g. Environmental Health Director, Miranda Adams
 - i. Electronics Recycling Event
 - ii. Program Updates
- V. Board President, Dr. Gene Zinn
 - a. Nominating Committee
- VI. Next Meeting Date: Thursday, June 24, 2021
- VII. Adjournment