**BOARD OF HEALTH – MEETING MINUTES**  
*April 23, 2020*  
*Meeting held via Conference Call due to COVID-19 Pandemic*

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<tr>
<th>COUNTY</th>
<th>NAME</th>
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<tr>
<td>Alexander</td>
<td>Jason Tubbs</td>
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<td>Rebecca Glodo</td>
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<td>Joe Griggs</td>
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<td>Hardin</td>
<td>Larry Steward</td>
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<td>Wesley Atkinson</td>
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<td>Loni Jo Banks</td>
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<td>Rita Warren</td>
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<td>Johnson</td>
<td>Gary Brumley</td>
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<td>Sharon Edwards</td>
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<td>Trisha Meyer</td>
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<td>Phil Stewart</td>
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<td>Massac</td>
<td>Terry Heisner</td>
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<td>Jayson Farmer</td>
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<td>Sharon Burris</td>
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<td>Pope</td>
<td>Karla Cunningham</td>
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<td>Carl Henson</td>
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<td>Lindzey Barger</td>
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<td>Dr. Gene Zinn</td>
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<td>Pulaski</td>
<td>Allison Reichert</td>
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<td>Union</td>
<td>Cindy Flamm</td>
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<td>Dr. Kathy Swafford</td>
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<td>Dale Foster</td>
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I. Call to Order/Quorum Check/Open Meetings Compliance

President, Dr. Zinn called the meeting to order at 6:31 p.m. A quorum was declared present. All notices were posted in compliance with the Open Meetings Act.

II. Introductions/Roll Call

III. Review and Approval of Regular Meeting Minutes

Phil Stewart moved to approve the regular meeting minutes from February 27, 2020. Joe Griggs seconded. All in favor. Motion carried.

IV. Administrator’s and Director’s Report

a. Director of Nursing – Teresa Wilburn

   i. COVID-19 Response

      Teresa gave an update regarding Southern Seven Health Department’s response to the current COVID-19 Pandemic.

b. Guest Speaker – Courtney Cox, Attorney

   i. Courtney informed the Board that three separate lawsuits have been filed against Southern Seven Health Department; those lawsuits are coming from Union, Alexander, and Johnson County. The counties wish to require by court that Southern Seven Health Department divulge the names and addresses of individuals that have tested positive for COVID-19 so that first responders and law enforcement can be aware and take the necessary precautions to protect themselves. A motion has been filed to dismiss all suits on the basis that the Department by law it is “permissible” to disclose addressed of COVID positive individuals, but is not required by law. Courtney explained that the Department has to be cautious to avoid a HIPAA violation. The Illinois Department of Public Health and the Illinois Attorney General are in agreement that giving out information, such as names and addresses, to first responders and law enforcement is not necessary because those individuals should be taking all necessary precautions regardless of whether they know they are coming into contact with a positive COVID-19 patient or not; it is known that an individual can be asymptomatic (no symptoms), yet still have the disease and be contagious.
Courtney shared that Johnson County has agreed to consolidate their case with Union County and he is expecting Alexander County to do the same. This will allow all three cases to be heard by one judge so consistent rulings are received. A hearing is scheduled in Union County with Judge Tyler Edmonds on May 4th, 2020; the judge will then decide to dismiss or continue the case.

c. Executive Director – Rhonda Andrews-Ray
   i. Buick Lease
      Rhonda shared that the lease for the Buick Lacrosse is up on May 1st. She has decided to turn in the vehicle and begin looking at other leasing options. The matter will be discussed further at the next meeting.

d. Financial Administrator – J.P. Champion
   i. Public Health Financial Statements
      J.P. presented the Public Health Financial Statements from July 2019 through February 2020.
      Joe Griggs moved to approve the Public Health Financial Statements as presented for the period ended February 2020. Karla Cunningham seconded. All in favor. Motion carried.
   ii. Head Start Financial Statements
      Karla Cunningham moved to approve the Head Start Financial Statements and USDA report as presented for the period ended February 29th, 2020. Terry Heisner seconded. All in favor. Motion carried.
   iii. Head Start In-Kind Report
      J.P. presented the Head Start In-Kind Report for the months of January through February 2020. J.P. shared that the Department may need to request a waiver for the In-Kind due to not serving children like normal because of the COVID-19 Pandemic.
      Joe Griggs moved to approve the Head Start In-Kind Report as presented for the months of January through February 2020. Sharon Burris seconded. All in favor. Motion carried.
   iv. Credit Card Reports
      J.P. presented the Credit Card Expenses for January through February 2020.
      Loni Banks moved to approve the Credit Card Reports for January through February 2020. Lindzey Barger seconded. All in favor. Motion carried.
   v. FY'21 de minimis rate
      J.P. discussed the FY21 de minimis rate (10%) and asked for approval. Rebecca Glodo moved to approve the FY'21 de minimis rate. Karla Cunningham seconded. All in favor. Motion carried.
e. Human Resources Administrator, Terri Stewart
   i. Personnel Report
   Sharon Burris moved to approve the Personnel Action Report. Cindy Flamm seconded. All in favor. Motion carried.
   ii. Health Insurance Renewal
   Terri presented the two options for group health insurance renewal and recommended that the department stay with Blue Cross Blue Shield at the current time.
   Terry Heisner moved to approve the Health Insurance Renewal with Blue Cross Blue Shield. Joe Griggs seconded. All in favor. Motion carried.
   iii. COVID-19 Workforce Plan & Policy
   Terri presented the COVID-19 Workforce Plan & Policy.
   Terry Heisner moved to approve the COVID-19 Workforce Plan & Policy as presented. Loni Banks seconded. All in favor. Motion carried.

f. Early Childhood Administrator, Jennifer Parks
   i. COLA
   Jennifer discussed the COLA funding that allows the ability to write for a 2% cost of living increase for Head Start staff. Jennifer requested approval to apply for funding.
   Joe Griggs moved to approve the COLA funding request. Phil Stewart seconded. All in favor. Motion carried.
   ii. Transportation Waiver
   Jennifer discussed the transportation waiver that enables the agency to not provide bus monitors on the School District buses for enrolled children in Pope and Hardin County.
   Phil Stewart moved to approve the Transportation Waiver as presented. Terry Heisner seconded. All in favor. Motion carried.
   iii. Quality Improvement Grant
   Jennifer discussed the Quality Improvement Grant and requested approval to apply for funding.
   Joe Griggs moved to approve the Quality Improvement Grant as presented. Loni Banks seconded. All in favor. Motion carried.
   iv. Prevention Initiative Grant
   Jennifer discussed the Prevention Initiative Grant that is available and requested approval to apply for funding.
   Loni Banks moved to approve the Prevention Initiative Grant. Joe Griggs seconded. All in favor. Motion carried.
   v. Summer Program
   Jennifer discussed funding that is being release for a Summer Program to benefit children going into Kindergarten in the Fall and children with IEP’s.
Sharon Burris moved to approve the Summer Program funding. Phil Stewart seconded. All in favor. Motion carried.

vi. COVID-19 Response Funding
Jennifer discussed the COVID-19 Response Funding that is available and requested approval to apply for said funding.

Joe Griggs moved to approve the COVID-19 Response Funding. Karla Cunningham seconded. All in favor. Motion carried.

g. Health Education Director, Natalie Sawyer
Natalie shared that her report was included in the packets that were mailed to Board members and asked if anyone had any questions.

Natalie shared that the next Tour de Seven 5K that was scheduled for September 19, 2020 has been cancelled. Planning is expected to resume in 2021.

h. Environmental Health Director, Miranda Adams
Miranda did not have a report to share at this time.

V. Board President, Dr. Gene Zinn
a. Nominating Committee
Sharon Edwards presented the Nominating Committee as follows: President, Dr. Gene Zinn; Vice President, Terry Heisner; Treasurer, Karla Cunningham; Secretary, Trisha Meyer.

Phil Stewart moved to approve the Nominating Committee as presented. Joe Griggs seconded. All in favor. Motion carried.

VI. New Business
None

VII. Announcements
None

VIII. Next Meeting Date – June 25, 2020

IX. Adjournment
Joe Griggs moved to adjourn. Phil Stewart seconded. All in favor. Motion carried. Meeting adjourned at 7:32 p.m.

________________________________________________________________________________________
Amanda Shoemaker, Recorder                       Sharon Edwards, Secretary