

Jefferson County Health Department

Minutes of Board of Health

May 16, 2023

The Jefferson County Board of Health met Tuesday, May 16, at 6:00 p.m. at the Jefferson County Health Department, Mt. Vernon, Illinois. Roll call was taken, and a quorum established. Dr. Wes Neal chaired the meeting.

ROLL CALL: Members Present

Dr. Wes Neal

Dr. Neeta Kaushal

Jessica Rodriguex

Dr. Monica Heinzman

Dr. Alan Froehling

John Howard

Scott Taaka

Members Absent

Dr. Richard Garretson

Lori Given

Dr. Linda Upchurch

Derek Wilson

Also present: Amy Harrison, Administrator

Jessica McDermott, Assistant Admin., Director of Finance

Public Input – none

Minutes:

- Minutes from the March 21, 2023, meeting were reviewed. **Motion** to approve by Dr. Heinzman, 2nd by Scott Taaka. All Ayes. **Motion Carried**

Finances:

Financial reports for March and April 2023 and claims for April and May 2023 were presented by Jessica McDermott.

- **Motion** by Dr. Froehling, 2nd by Dr. Heinzman to approve the March 2023 Financial Report with a cash balance of \$654,292.97 and the April 2023 Financial Report with a cash balance of \$654,655.86 (Roll Call #2-All Ayes: Dr. Neal, Dr. Kaushal, Dr. Heinzman, Dr. Froehling, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**
- **Motion** by Dr. Froehling, 2nd by Dr. Kaushal to approve as presented the April 2023 claims in the amount of \$19,385.13 and the May 2023 claims in the amount of \$25,904.97 (Roll Call #3-All Ayes: Dr. Neal, Dr. Kaushal, Dr. Heinzman, Dr. Froehling, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**

Consent Calendar:

Environmental Health Amy presented the report.

Nursing Division Amy presented the report.

Administrators Report Amy Harrison presented her report discussing the upcoming JCHD tabletop exercise on May 24, the LED lighting project, posting an opening for a dietitian and efforts to expand mental health services in the County.

- **Motion** by Scott Taaka, 2nd by Dr. Heinzman to allow the hiring of a dietitian/nutritionist for the WIC program. All Ayes. **Motion Carried**
- **Motion** to approve consent calendar by Dr. Heinzman, 2nd by Dr. Kaushal. All Ayes. **Motion Carried**

Old Business: none

New Business:

a. New Hires

- **Motion** by Dr. Kaushal, 2nd by Scott Taaka to hire Rachel Hustedde as program secretary. (Roll Call #4-All Ayes: Dr. Neal, Dr. Kaushal, Dr. Heinzman, Dr. Froehling, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**

Executive Session:

- **Motion** by Dr. Froehling, 2nd by Dr. Kaushal to enter Executive Session at 6:38 p.m. to discuss “The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.” All Ayes. **Motion Carried**
- **Motion** by Dr. Kaushal, 2nd by Dr. Froehling to exit Executive Session at 7:46 p.m. All Ayes. **Motion Carried**

Necessary and Proper

- **Motion** by Dr. Heinzman, 2nd by Dr. Froehling to continue paid administrative leave for Brian Wells until the plan for his return to work and corrective action plan is written and the stipulations agreed to by Brian. (Roll Call #5-All Ayes: Dr. Neal, Dr. Kaushal, Dr. Heinzman, Dr. Froehling, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**
- **Motion** by Dr. Heinzman, 2nd by Dr. Froehling to give Amy Harrison and Jessica McDermott retention bonuses in the amount of \$5,000.00 each as approved through the COVID Crisis grant for leadership through COVID and beyond and trainings completed. These bonuses also serve as backpay to compensate for the disparity between management and hourly staff in the last two pay raises.(Roll Call #6-All Ayes: Dr. Neal, Dr. Kaushal, Dr. Heinzman, Dr. Froehling, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**

Adjournment:

Motion by Dr. Froehling, 2nd by Dr. Kaushal to adjourn the meeting at 7:48 p.m. All Ayes, **Motion Carried**

Board Officer

Date