

Jefferson County Health Department

Minutes of Board of Health

July 18, 2023

The Jefferson County Board of Health met Tuesday, July 18, at the Jefferson County Health Department, Mt. Vernon, Illinois. The meeting was called to order at 6:15 p.m. Roll call was taken, and a quorum established. Dr. Wes Neal chaired the meeting.

ROLL CALL: Members Present

Dr. Wes Neal
Dr. Neeta Kaushal
Scott Taaka
Jessica Rodriguex
John Howard

Members Absent

Dr. Richard Garretson
Lori Given
Dr. Linda Upchurch
Derek Wilson
Dr. Monica Heinzman
Dr. Alan Froehling

Also present: Amy Harrison, Administrator
Jessica McDermott, Assistant Admin., Director of Finance
Brian McDermott, Director of Environmental Health

Public Input – none

Minutes:

- Minutes from the June 20, 2023, meeting were reviewed. **Motion** to approve by Scott Taaka, 2nd by John Howard. All Ayes. **Motion Carried**
- **Motion** by John Howard, 2nd by Scott Taaka to keep the Executive Session minutes from June 20, 2023, sealed. All Ayes. **Motion Carried**

Finances:

Financial reports for June 2023 and claims for July 2023 were presented by Jessica McDermott.

- **Motion** by Scott Taaka, 2nd by John Howard to approve the June 2023 Financial Report with a cash balance of \$614,506.05 (Roll Call #2-All Ayes: Dr. Neal, Dr. Kaushal, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**
- **Motion** by John Howard, 2nd by Dr. Kaushal to approve as presented the July 2023 claims in the amount of \$19,667.70. (Roll Call #3-All Ayes: Dr. Neal, Dr. Kaushal, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**

Consent Calendar:

Environmental Health Brian presented the report.

Nursing Division Amy presented the report.

Administrators Report Amy Harrison presented her report discussing the Local Health Protection Grant increase, World Breastfeeding Month Celebration, upcoming events, and gun locks. Also discussed was the transfer of money into the money market account. This will be added to the agenda for the August meeting.

- **Motion** to approve the consent calendar by Dr. Kaushal, 2nd by Scott Taaka. All Ayes. **Motion Carried**

Old Business:

- a. **Fire Alarm System: Motion** by John Howard, 2nd by Scott Taaka to approve the installation of the new system in the amount of \$6,750.00. (Roll Call #4-All Ayes: Dr. Neal, Dr. Kaushal, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**
- b. **HVAC System: Motion** by Scott Taaka, 2nd by John Howard to approve the replacement of one of the geothermal units in the amount of \$15,000.00 after checking internal and county policies on bidding. (Roll Call #4-All Ayes: Dr. Neal, Dr. Kaushal, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**

New Business-none

Executive Session:

- **Motion** by Scott Taaka, 2nd by John Howard to enter Executive Session at 6:58 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 John Howard, 2nd by Dr. Kaushal to exit Executive Session at 7:34 p.m. All Ayes. **Motion Carried**

Necessary and Proper

- **Motion** by Dr. Kaushal, 2nd by Scott Taaka to issue a final written warning to employee as discussed in Executive Session. (Roll Call #5- All Ayes: Dr. Neal, Dr. Kaushal, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**
- **Motion** by John Howard, 2nd by Dr. Kaushal to hire Laura Desch as Administrative Assistant(Roll Call #6-All Ayes: Dr. Neal, Dr. Kaushal, John Howard, Scott Taaka, Jessica Rodriguex) **Motion Carried**

Adjournment:

Motion by John Howard, 2nd by Dr. Kaushal to adjourn the meeting at 7:36 p.m. All Ayes, **Motion Carried**

Board Officer

Date