

Jefferson County Health Department
Board of Health Meeting Minutes
January 16th, 2024

The Jefferson County Board of Health met on January 16th, 2024, at the Jefferson County Health Department in Mount Vernon Illinois. The meeting was called to order at 6:00 p.m. Roll call was taken, and a quorum was established. Derrek Wilson, Board President chaired the meeting.

Roll Call:

Members Present:

Derrek Wilson
Dr. Neeta Kaushal
Dr. Alan Froehling
Dr. Monica Heinzman
Scott Taaka
Lori Given- (late arrival 6:03 p.m.)

Members Absent:

Dr. Linda Upchurch
Dr. Richard Garretson
John Howard
Jessica Rodriguex

Also Present:

Amy Harrison, Administrator
Laura Desch, Administrative Assistant
Sean Lemmon, Director of Environmental Health

Public Input:

- None

Minutes:

- Minutes from the November 21st, 2023, meeting were reviewed, a motion was made by Dr. Monica Heinzman, 2nd by Dr. Alan Froehling to amend the meeting minutes, to approve with more detail under the public input section to alleviate any confusion by anyone reviewing the minutes in the future. ***All Ayes, motion carried.***
- Minutes from the November 21st, 2023, Executive Session portion of the meeting were reviewed, and a motion was made by Scott Taaka, 2nd by Dr. Neeta Kaushal to approve the Executive Session minutes. ***All Ayes, motion carried.***
- After approving the Executive Session minutes from the November 21st, 2023, meeting a motion was made by Dr. Neeta Kaushal, 2nd by Dr. Monica Heinzman to keep the Executive session portion sealed. ***All Ayes, motion carried.***

Finances:

- Financial reports were presented by Amy Harrison in Jessica McDermott's absence. A motion was made by Dr. Monica Heinzman, 2nd by Lori Given to approve the November Financial reports in the amount of \$634,451.42. **Roll Call #2:** Derrek Wilson, Dr. Neeta Kaushal, Dr. Alan Froehling, Lori Given, Dr. Monica Heinzman, and Scott Taaka. ***All Ayes, motion carried.***
- A motion was made by Dr. Monica Heinzman, 2nd by Dr. Neeta Kaushal to approve January 2024 claims in the amount of \$22,736.44. **Roll call #3:** Derrek Wilson, Dr. Neeta Kaushal, Dr. Alan Froehling, Lori Given, Dr. Monica Heinzman, and Scott Taaka. ***All Ayes, motion carried.***

Consent Calendar:

- Environmental Health reports presented by Sean Lemmon, Director of EH.
- Nursing report presented by Amy Harrison, Administrator.

- Administrator report presented by Amy Harrison, Administrator. Site visits were conducted for VFC and WIC programs. All went well with minimal corrections needed. The Smoke free Illinois Act has added vaping to the policy. The Enforcement Policy has been updated, and spot checks will be conducted.
- Motion by Dr. Alan Froehling, 2nd by Lori Given to approve the Consent Calendar. ***All Ayes, Motion Carried.***

Old Business:

- Employee Health Insurance rates were discussed. A motion was made by Dr. Monica Heinzman, 2nd by Dr. Alan Froehling to keep the Employee Health Insurance pay portion of \$120.00 in place for the year 2024. ***All Ayes, motion carried.***
- Financial Audits: Amy Harrison discussed information on outside audits from the meeting held with Kemper CPA. A motion was made by Dr. Monica Heinzman, 2nd by Scott Taaka to proceed with the county auditor at this time and check into having the county auditor come and speak to the Board after the audit is completed. ***All Ayes, motion carried.***

New Business:

- New Hires: A motion was made by Dr. Alan Froehling, 2nd by Dr. Neeta Kaushal approving the hire of Sean Lemmon with a 90-day probationary period and credit for time earned during prior employment. Also approved was Christina Miller as Program Secretary, pending reference checks. **Roll Call #4:** Derrek Wilson, Dr. Neeta Kaushal, Dr. Alan Froehling, Lori Given, Dr. Monica Heinzman, and Scott Taaka. ***All Ayes, motion carried.***
- Recording of full Board of Health meetings was discussed and a motion was made by Dr. Monica Heinzman, 2nd by Scott Taaka to record future Board of Health meetings. ***All Ayes, motion carried.***
- The Annual Report was presented by Amy Harrison. A motion was made by Lori Given, 2nd by Scott Taaka to approve the Annual Report. ***All Ayes, motion carried.***
- A potential new Board of Health member was discussed.

Executive Session:

- None

Necessary and Proper:

- None

Adjournment:

- A motion was made by Dr. Monica Heinzman, 2nd by Dr. Neeta Kaushal to adjourn the January 16th, 2024, Board of Health meeting at 7:00 p.m. ***All Ayes, motion carried.***

(Board Chairman Signature)

(Date)