Clinton County Board of Health Meeting Minutes
Tuesday, January 2, 2024 6pm

Members present:
Brian Klostermann, MD – Chairman
Paulette Evans, RN – Vice-Chairman
Terry Linton, SLP – Secretary (absent)
Brittany Gilbreth, DMD
Traci Foster, NP
Stacy Albers, RN
Jared Poettker
Whitney Marlow, MD
Mike Kuhl – voting county board member (absent)
Holly Clark – non-voting county board member

Also attending:
Chris Leidel – Clinton County Health Administrator
Ken Knohloff – County Board Member
Matt Wilson – Union Banner
Nellie Buehne – Emotional Anonymous
Dezerea Willis – Emotional Anonymous

Call to Order
The meeting was called to order at 6:00 pm by Brian Klostermann, MD

Hearing from the Public
Nellie Buehne addressed the board regarding addiction concerns with in the county. She stated various support groups are being formed throughout the county along with a multi-county networking group. She stated lack of funding and lack of services are their biggest concerns. She stated she will be reaching out the Chris Leidel to set up a meeting to discuss mental health services. Questions were answered. Brian Klostermann thanked her for coming and presenting to the board.

Approval of August 1, 2023 Minutes
The meeting minutes were available to board members. Whitney Marlow made a motion to approve the November 7, 2023 minutes as presented, seconded by Stacy Albers. Motion carried unanimously.

Administrative and Financial Report
Chris Leidel presented the financial and administrative report. For the month of November saw revenue of $29,000.05 and expenditures of $62,784.20. This is a loss of $33,784.15. $98,738.34 of grant monies were spent, but have not yet received the payments from the state.

The finance committee met in December to discuss the end of the year and next year's budget. Health department had a good financial year in 2023, even though it shows a loss for the year. This is due to the $470,000 the health department put towards the building fund. The 2024 budget was reviewed and discussed the start of a $45,000 upkeep fund for future projects were discussed and to consider investing this money in CDs until needed.

All COVID grants are now completed. The Workforce grant monies have been placed in a separate account drawing interest and the board will receive a statement each month regarding this account.

Brett Moss in Emergency Preparedness has secured a grant through the Medical Reserve Corps of Illinois for $5000. This grant will allow MRC training with volunteers; also applied for an additional $5000 national grant.

Jared Poettker made a motion to approve the administrative and financial report, seconded by Paulette Evans. Motion carried unanimously.

New Business - 2024 Budget - No new business

Old Business - Building Committee Report/Building Discussion
Paulette Evans and Ken Knohloff gave an update on the building project. Discussed was flooring, wiring and electrical concerns, internet hook-up, painting, and elevator installation. Chris Leidel discussed having a flooring company come in and give a bid on epoxy flooring in the emergency preparedness and file rooms in place of sealing the concrete flooring.

Prior to turning over of the keys, a punch list will be completed identifying the final work items remaining before a project is considered completed.

Executive Session – No need for executive session.

Stacy Albers made a motion to adjourn, second by Jared Poettker. Motion approved unanimously.

Meeting adjourned at 6:47pm.

Next meeting – March 5, 2024 at 6pm, County Board room

Submitted by Paulette Evans, Vice-Chairman

Clinton County Board of Health Meeting Minutes
Tuesday, March 5, 2024 6 PM

Members Present:
Brian Klostermann, MD- Chairman
Paulette Evans, RN- Vice-Chairman
Terry Linton, SLP- Secretary
Brittany Gilbreth, DMD
Traci Foster, NP
Stacy Albers, RN
Jared Poettker
Whitney Marlow, MD
Mike Kuhl, voting county board member (Absent)
Holly Clark, non-voting county board member

Also attending:
Chris Leidel- Clinton County Health Administrator
Dr. Ducomb
Ken Knolhoff -County Board
Brad Knolhoff – County Board
Nellie Baity
Todd Marver, Union Banner
Bryan Hunt, Breese Journal

Call to Order
The meeting was called to order at 6:00 P.M. by Brian Klostermann, MD.

Hearing from the Public
Dr. Ducomb congratulated the Board on the new building.

Approval of January 2, 2024 minutes
The meeting minutes were available to board members. Stacy Albers made a motion to approve the minutes as presented, seconded by Brittany Gilbreth. The motion passed unanimously.

Administrative and Financial Report
For the month of January, Chris Leidel reports revenue of $59,320.89, and an expenditure of $60,602.75, for a loss of $1,629.25 for the month. We have a Workforce grant in an account with Us Bank, and there will be a monthly statement with the usual financial statement. This is due to needing to track the interest and payback any amount over $500 dollars each year.

We are moved into the new building, and are working on getting every department running at 100%. Chris had estimated around $75,000-$80,000 dollars to be spent on the move in. This includes projects to finish the building, moving cost, new furniture expenses, and basic alarm system. We are within budget and have around 70% of all costs accounted for.

We have hired two new public health nurses Heather Deering, RN and Amy Davis, LPN. They both come from Bond County Health Department and are both very experienced with the department and programs within it. Chris is very excited that we will be able to expand the number of patients we can see as we have multiple companies coming to us for their lab services. Amy Davis is very excited to add some services to our health department. This includes STD testing, STD counseling, and toenail services for senior citizens. These services will begin within a few months. Chris reported that the secretary position was also filled.
Chris stated he would like to plan a grand opening for public viewing of the new facility on April 5, 2024. Time is to be decided, but late afternoon – evening was discussed.

Terry Linton made a motion to accept the financial report, seconded by Traci Foster. Motion passed unanimously.

New Business – Alarm System Bids
Chris presented alarm system bids from three companies: Security Alarm, ADS, and Miken.
After extensive discussion of the three companies and their proposals, several questions were raised which Chris will check into. He will also ask for a bid from a more local company.

Old Business – Building Committee Update
Paulette Evans gave the building committee report. An electrical engineer walked through the building and 11 areas of concern were noted. Gary Karasek will set up a meeting with the original electrical engineer and Johannes to come to a resolution of all that needs to be done.
Flooring issues in the lab areas were noted with the seams, and they came to replace some areas but there are other areas that have not been remedied. The building committee would prefer the entire flooring be removed and replaced. No payment was made to this company this month until the issues are resolved. There are several other areas of flooring with issues. Some of the doors do not open / close efficiently. The electrical service contract was not filled to bid. There will be a meeting with the electrician to discuss remedies to this.
We are waiting to set up a meeting with the County Board representatives to set up a schedule moving forward to become independent.

Mental Health Services were discussed. Chris met with the mental health board members to discuss options for expanding mental health service options in the county, but no final decisions were made. Meetings will continue to look at options.

At 7:32 PM, Jared Poettker made a motion to go into executive session, seconded by Paulette Evans. Motion passed unanimously.

At 8:16 PM a motion was made by Paulette Evans to end executive session, seconded by Whitney Marlow. Motion passed unanimously.

Adjourn
Dr. Klostermann made a motion to adjourn the meeting, seconded by Traci Foster. Motion passed unanimously.

Clinton County Board of Health Special Meeting Minutes
Tuesday, March 26, 2024 6:00pm

Members present:
Brian Klostermann, MD – Chairman
Paulette Evans, RN – Vice-Chairman
Terry Linton, SLP – Secretary (absent)
Brittany Gilbreth, DMD
Tracie Foster, NP
Stacy Albers, RN
Jared Poettker – via zoom
Whitney Marlow, MD (absent)
Mike Kuhl – voting county board member (absent)
Holly Clark – non-voting county board member (absent)

Call to Order
The meeting was called to order at 6:01 pm by Brian Klostermann, MD

A motion was made by Brittany Gilbreth and second by Tracie Foster to approve Jared Poettker to attend and vote via zoom. Motion approved unanimously.

Hearing from the Public
No one from the public was present at the meeting.

Old Business - Building Committee Report/Building Discussion
Paulette Evans and Chris Leidel gave an update on the building project. Discussed was flooring, wiring and electrical concerns. Chris Leidel discussed the flooring company come were scheduled to come on Thursday, March 28th at 9am. The electrical company was on site and will all address the electrical concerns that were identified except the 15 amp vs 20 amp circuit breakers. Paulette stated at the last building committee meeting, it was voted to hold the final payment until all issues have been addressed.

Alarm Bids
Chris Leidel gave an overview of all four companies:
Custom Camera Solutions: They come to us highly recommended by some of you and also County Board Members. They are a local company and presented a proposal with just for cameras. Their bid includes 22 cameras. They do not do any of the other security systems (door sensors, and panic buttons) that we requested. This would mean that we will have to reach out to another of these to do that for us. His proposal is for an NVR system that would be in-house; this would mean no monthly fee. They also include a one-year warranty. Project total: **$14,700**

Security Alarm: They are providing door sensors, panic alarms, and 22 cameras in their bid. They do have monthly fees with their services that bring up the price of their system over the years. We already have a contract with them for our fire alarm system. They will do service calls that are covered if the problem is parts or hardware. Project total: **$56,279** this includes 5 years of monthly fees for all systems, and the advance fee for the cameras that give us free replacement for them. We do have the option to go with the basic system. This would save us **$4,800** over five years. For just the panic alarms and doors sensors the price is **$20,174**, this again includes 5 years of monthly fees.

Miken: They are providing door sensors, panic alarms, and 17 cameras. They updated their bid to take care of any wiring issues that may occur during the installation. We would have the option to install an NVR; this would give us a total of **$47,713.51** for the project. This includes a ten year parts and two year labor warranty. If we go with cloud storage the monthly fees for 5 years add up to **$15,300.** For the panic alarms and door sensors the price is **$25,876.**

ADS: They are offering panic alarms, door sensors, and 19 cameras. Most of the issues that could happen with the system will be fixed offsite, there is a charge to come and do service of $120/hr. I was told this is rare and sometimes waived if issue was installation related. There total bid is **$56,904.81,** this includes 5 years' worth of licenses. No monthly fee after initial payment is made.

Discussion followed. A motion was made by Brittany Gilbreth and second by Tracie Foster to accept Custom Camera Solution bid along with Security Alarm for door alarms and panic button features. If Security Alarm declines, then utilize the services of Miken for the door alarm and panic alarm features. Motion approved unanimously.

Executive Session – No need for executive session.

Stacy Albers made a motion to adjourn, second by Paulette Evans. Motion approved unanimously.

Meeting adjourned at 6:40pm.

Submitted by Paulette Evans, Vice-Chairman

Clinton County Board of Health Meeting Minutes
Tuesday, May 7, 2024

Members Present:
Brian Klosterman, MD-Chairman Present
Paulette Evans, RN- Vice Chairman Absent
Terry Linton, SLP- Secretary Present
Brittany Gilbreth, DMD Present
Traci Foster, NP Present
Stacy Albers, RN Absent
Jared Poettker Present
Mike Kuhl, voting county board member Absent
Holly Clark, non-voting county board member Present

Also Attending
Chris Leidel – Clinton County Health Administrator
Ken Knolhoff, County Board
Marian Voss, Clinton County Health Dpt.
Dr. Deanna Ducomb
Bryan Hunt, Breese Journal
Brad Knolhoff, County Board

Call to Order
The May 7, 2024, meeting of the Clinton County Board of Health was called to order at 6:00 P.M. by Brian Klostermann, MD.

Hearing from the Public
There was no one who wished to address the board.

Approval of Minutes
March 5th, 2024, meeting minutes were presented to the Board. Terry Linton made a motion to approve the minutes as presented, seconded by Stacy Albers. Motion approved.
The minutes of the March 5th executive session were presented. Traci Foster made a motion to approve the minutes, seconded by Jared Poettker. The motion passed unanimously.
The minutes of the March 26th meeting were presented. A motion to approve the minutes was made by Traci Foster, seconded by Jared Poettker, motion approved unanimously.

Administrative and Financial Report
Chris Leidel reported revenue for March of $44,606.87, and an expenditure of $106,679.39 for a loss of $62,072.49. This loss is mainly due to purchase of new items for the building.

The Health Department is currently monitoring the measles and avian flu (H5N1) outbreaks. We are working with HSHS to ensure individuals with symptoms are given prompt care. Local farmers are being given (mailed) information as to what signs to look for in dairy cows for suspected avian flu. Raw milk should not be consumed at this time. We currently do not have avian flu in the county, but measles is present in the county.

The CD invested is coming due, and the board decided to reinvest it for 5 months.

We received a Respiratory Illness Grant for 2 years in the amount of $145,000. This money will be used mainly for salaries. This grant begins July 1st. The main requirements are to use the IDSS system to manage information regarding respiratory illnesses. This would be mostly documented in facilities such as schools and nursing facilities. The current nurses will be doing this documentation.

Brittany Gilbreth made a motion to approve the financial and administrative reports including the Board decision to reinvest the CD, seconded by Jared Poettker. The motion approved unanimously.

New Business

A. Annual Report
   Chris Leidel presented the annual report.
B. There are three individuals completing terms in May: Terry Linton, Whitney Marlow, and Stacy Albers. Terry Linton is not seeking renewal, Whitney Marlow and Stacy Albers are seeking renewal and are being recommended by the Health Board for approval by the County Board.
C. Paulette Evans is seeking to move from Vice Chairperson to the secretary position at this time.

Old Business

The cameras are now installed and security alarm company is currently working to complete their installations. The flooring in the two lab rooms should be redone as we have had issues with the floors in the lab rooms. There are a couple of cracked tiles by exit doors and the generator needs to be programmed. West Electric is supposed to fix the wiring back to the 20 amps service we are supposed to have. They will do this free of charge. The highway department is going to add a concrete pad outside the WIC entrance, and will only charge us for the concrete, not for labor, when they complete some of their own projects. Chris asked about the grass around the building- the grass strips in the lot are getting run over. Chris would also like a message center billboard on the highway grass strips to put out information.

Executive Session

There was no need for executive session.

At 6:32 PM, a motion was made by Terry Linton, seconded by Traci Foster to adjourn the meeting. Motion was approved unanimously.