

Henderson County Health Department
Health Board Meeting
April 4, 2024

The Health Board meeting was called to order at 3:00 PM on April 4, 2024 by President Mary Reed.

Board of Health Members Present: Mary Reed, Deb Knupp, Carol Eibes, Mark Lumbeck, Louise Webb, and County Board liaison, Deborah Pflasterer.

Guests Present: John Fedler, Dick Bigger, Brad Flatt, Kim Gullberg, Patty Daniels, Kurt McChesney, and Janet Stubbs

County Board members Patty Daniels and Kurt McChesney presented the need the county has to house the coroner's office beginning December 1. They presented why they believe the 3rd garage bay of the Health Department would be the best location. Per discussion, the main needs would be a 2-person morgue cooler installation, some storage and possible file cabinet storage for records. After much discussion, it was determined that not enough information was presented for the board of health to make a decision. It was decided to form a committee with John Fedler (coroner candidate elect), Mark Lumbeck (BOH), Louise Webb (BOH), Mary Reed (BOH) and county board members to be determined to study the feasibility of housing coroner morgue here.

The Health Department February 1, 2024 meeting minutes were reviewed. Mark Lumbeck moved to approve, seconded by Carol Eibes. Motion carried.

The Health Department claims and petty cash reports for February 2024 and March 2024 were reviewed. Carol Eibes moved to approve, seconded by Mark Lumbeck. Motion carried.

Old Business: Carla Ewing, Administrator, gave recommendation that the Board of Health not change the current election holiday benefit in lieu of offering Christmas Eve as the holiday. As this holiday occurs once every 4 years, it made

no sense to change benefits when personal time can be taken off for Christmas eve.

New Business:

Erica Pence, Sanitarian, requested that all food licenses come due at the same time every year (June) for all establishments. Additionally, there would be a pro-rated fee for those starting at off times of the year. The Board of Health added the caveat that there would be no pro-rated rates for closures. Louise Webb moved to approve; Mark Lumbeck seconded. Motion carried.

Carla Ewing reported that two CDs had been acquired with the pre-paid SIPA funds in the amounts of \$100,000 each. One is at Raritan State Bank and the second at the Bank of Stronghurst.

Carla Ewing reported that there will be a review of the SIPA funding in light of fact that it can be used for a multitude of workforce development plans and programs, not just staffing salaries. A final plan will be presented to the board in future.

Carla Ewing reported that she is working with IPHA to aide in recovery of accounts receivable in the amount of approximate 18,000 from Aetna for Senior Home Services.

Standing Reports:

Home Health/Hospice – Diana Stites presented figures from the latest quarter. Billing is around 90,000.00 for the quarter. The nursing staff and Diana are making good strides to complete documentation and bill in a timely fashion. Last year they sat at 70% efficiency (national average is 90%) and this year they are at 97%! Diana informed the BOH of her need to be trained in billing and for a more concerted marketing effort for this program.

WIC – There were two policy updates from our Biannual MEQA review by the state. Carol Eibes moved to approve updates; Louise Webb seconded. Motion carried

All other reports were reviewed.

Administrator report (see attached)

Action Item: The Board of Health reviewed an update to the Employee Personnel manual for the new PLFAWA law beginning January 1, 2024. Carla Ewing explained that there is one area of question regarding the county policy of reasonable notification requirement that she needs to pass by the State's Attorney. Deb Knupp moved to accept the policy with the necessary clarification. Louise Webb seconded. Motion carried.

Carla Ewing requested to move the June meeting to June 27, 2024, at 3 p.m. All Board members present were in agreement.

Meeting was adjourned at 4:30 p.m.

