

Edgar County Board of Health
Minutes from the adjourned meeting held
January 19, 2022
7:00 a.m.

Absent: Dr. Rahat Sheikh, John McNary, Kathy Lientz
Present: Ollie Smith, Dr. Edward Rico, Dan Bruner, Dr. Jason Graham
Others: Janet Mason

President Smith called the meeting to order at 7:00 a.m.
Roll call.

Smith asked for a motion to approve the minutes from the adjourned November 17, 2021 meeting.
Dr. Rico made a motion, seconded by Dr. Graham, and agreed by all. Motion carried.

Mason presented the cash flow statements for November / December 2021. She said
November 30, 2021 was the end of the county fiscal year and the Health Department finished below
budget. She said December 1, 2021 started the new fiscal year.

Smith asked for a motion to approve the cash flow statements for November / December 2021.
Dr. Graham made a motion, seconded by Bruner, and agreed by all. Motion carried.

Mason reported to board members that the health department is still looking for a new dentist. She
stated that they have advertised in many areas, but they will expand their efforts to national dental
publications and possibly recruiting agencies. She said the dental staff have been providing services in
area schools and Dr. Llewellyn has been helping as needed.

Bruner asked Mason about the changes with Covid-19 contact tracing. She said the state had set up a
centralization center for all case investigations and contact tracing efforts. She explained that the
Local Health Departments are still tasked with monitoring all congregate settings, including LTCFs
and the jail, as well as others. Mason said things are very confusing to the public right now, because
they cannot get information from the state; she said the state is overwhelmed and cannot provide
information to all positive cases as needed. Mason told members that the Health Department is
assisting in all areas possible, but the information they are getting is very limited due to the state doing
the actual case investigations.

Smith told board members that there needed to be more discussion on who to ask to fill the vacant seat
on the Board of Health. He said Mason had offered a list of names to consider and that he would like
all members to consider if there is anyone they would like to recommend for the position as well.
Smith said they would discuss those names at the next board meeting.

Mason told board members that IDPH enacted a new Rule that began on January 1, 2022, pertaining to
home kitchens. She said it is the Cottage Food Rule. Marissa Beck, LEHP presented the proposed
ordinance to the board. After discussion, Smith asked for a motion to approve the "Cottage Food
Operations Ordinance". Dr. Rico made a motion, seconded by Dr. Graham, and agreed by all. Motion
carried. Mason said she would send the ordinance to the Edgar County Board for their approval.

Smith informed the board that Mason had advertised for the Public Health Administrator position and
he had received some applications. He said he searched through them, and then asked Dr. Rico to also
examine them and give the board his feedback. Dr. Rico said there were some who had the education
and the degrees, but none of them had any health department experience. Smith said he also saw no
one with the experience required by the state. After discussion, the board agreed to stay with their
initial recommendation of approving Monica Dunn as Administrator on July 1, 2022.

Mason informed members that the Health Department had undergone many staff changes over the last two to three months, but all positions had been filled except the Dentist and a Communicable Disease nurse.

Mason asked the board to consider looking at her salary. She said due to being salaried and exempt, she could not have “overtime” and therefore requested the board consider increasing her salary to compensate for the extra hours required to provide Covid-19 assistance for Edgar County residents. Smith said he would discuss it with the personnel committee.

Seeing no further business, the meeting was adjourned.

Ollie Smith, President, Edgar County Board of Health

Date: _____