

HANCOCK COUNTY HEALTH DEPARTMENT

Meeting Minutes Thursday April 25, 2019

Opening:

The regular meeting of the Hancock County Health Department was called to order at 5:31 pm on Thursday, April 25, in Carthage II. by President, Nancy Krekel

Present:

Karen Andrews	Nancy Krekel
Karen Beeler	Ed Owen
Dale Quimby	Joe Smith
Denise Yuskis	

Absent:

Andy Bastert
Monica Crimm
Jan Fleming
Mark Strobe

Others Present:

Amy McCallister, Administrator, Melissa Pence, Nominee for New Board Member

Approval of Minutes:

Board Minutes for the February 2019 meeting were read and a motion to approve the minutes was made by E. Owen with a second by K. Beeler. Motion was carried.

Public Comment: None

Fiscal and Administration Reports: Amy

Medicare Cost Report Audit: Amy

The Medicare Cost Report Audit went well. Richard did tell us that we lost \$6,718.00. This is due to lower census and the increase cost in therapy. We have been talking with Azer regarding the therapy costs.

Audit: Amy

This audit must be completed by May 31, 2019. We have been supplying the auditors with the items that they have requested. Kamryn was at the health department on Monday, April 22, 2019 to review some of our items. I'm pleased to report that she was able to do a Home Health sample this year. Since we haven't been able to test a Home Health sample for years we will have over \$200,000 to adjust in our Accounts Receivable for the 2018 year audit.

Grants: Amy

We have received two of our 2020 grant allocation letters for next year's grants that start July 1, 2019. The projected WIC grant amount for 2020 is \$47,203.00 with a caseload of 243 participants. That is down \$5,633.00 and 43 participants from the 2019 grant. We have received our PHEP allocation letter and we received a \$4,557.00 increase from the 2019 to the 2020 grant year. The new PHEP grant total is 40,139.00 for fiscal year 2020.

Emergency Preparedness Summit: Amy

I've been asked to be a committee member for the state's Emergency Summit that is held at the end of June in Bloomington/Normal IL.

NACCHO's ELearning Course: Leading Adaptive Change in Public Health: Amy

I applied to take the above listed course from NACCHO. It is an online course that is done in partnership with the Illinois Public Health Institute (IPHI). Other administrators have taken this course and have recommended that if we haven't taken this course, we should do so.

PHIT (Public Health Improvement Training): Amy

I received an email from IPHI regarding scholarship opportunities for health departments to attend PHIT. Due to a conflict I will be unable to attend.

Dental: Amy

We have hired another hygienist, but she will not be starting until April 30, 2019.

Budget: Amy

The finance committee will need to meet a few times over the next few months to start discussions about the agency's 2019-2020 budget.

A motion to accept the Administrative and Fiscal report was made by D. Quimby with a second from K. Beeler. The motion was carried.

Unfinished Business:

Home Health Policies were reviewed.

New Business:

a. Travel Reimbursement Forms:

A review of Travel Reimbursement Forms was conducted. These were approved by Role Call.

b. BOH Member Nominations

D. Quimby, L.J. Smith, and N. Krekel all agreed to remain on the Board for another 3 years. Melissa Pence was nominated to replace Denise Yuskis, who is resigning as a Board member.

K. Andrews made a motion to accept with a second from E. Owen. Motion carried.

c. Review of Closed Session Minutes:

The Board reviewed the Closed Session Minutes and a motion to accept was made by K. Andrews and seconded by K. Beeler. Motion carried.

d. Closure of HCHD for Staff Appreciation Event:

Amy requested that the HCHD be closed on Aug 22, 2019 for Staff Appreciation Day, noting that she and a Staff Nurse would be on call during this time. A motion to accept was made by D. Quimby with a second by K. Andrews. Motion carried.

e. Home Health QAPI

The Board reviewed this report which is a review of the quality of Home Health. Amy asked the board if they wanted to keep this as a quarterly review, semi-annual or annual review. A motion was made by D. Yuskis to have a quarterly review. K. Beeler seconded this. Motion carried.

Closed Meeting: None

At 5:56 pm a motion to dismiss was made by D. Yuskis and seconded by K. Andrews. Motion was carried.

Next Scheduled Meeting: July 25, 2019 at 5:30 pm

Nancy Krekel 7/25/19
Nancy Krekel, Board of Health President