

**KNOX COUNTY BOARD OF HEALTH MINUTES  
OF MONTHLY MEETING**

**April 8, 2021 via Teleconference  
Knox County Health Department  
1361 W. Fremont St.  
Galesburg, IL 61401**

The Knox County Board of Health meeting was held via Teleconference on April 8, 2021. President Dan Harris called the meeting to order at 6:31 PM. Present were Dan Harris, Kevin Satsky, MD, Doug Gibb, DuRae Fletcher, Sr, Susan Vinson, Robert Bondi, Bruce Bobofchak DDS, and Lorraine Garland-Torres, MD. Absent Stephanie Grimes. Also present were Michele Gabriel, Public Health Administrator; Jerome Townsell, Director of Finance and Facilities Management; Wil Hayes, Assistant Public Health Administrator; Tina Jockisch, Administrative Clerk; Members of the public: Knox County Board Member, Cheryl Nache; and Courtney Bibo.

**ADDITIONS TO AGENDA**

There are no additions to the agenda.

**PUBLIC COMMENT**

Knox County Board Member, Cheryl Nache stated she is concerned because people are asking her why we must wear mask and businesses can only have fifty percent capacity since they feel the pandemic is over. She tells them the pandemic is not over, and thinks we need to get the word out to the community.

**PRESIDENT'S BUSINESS**

Dan Harris welcomed our new board member Susan Vinson and she introduced herself.

The first item under President's Business, Dan Harris turned it over to Michele Gabriel to discuss Website Bid Review and Selection. Michele stated we pay \$1,800 year currently to maintain our website, we receive several complaints because we do not have the ability to put information on our website and it is not easily accessible to the public. Michele stated we received four bids, but one was an outlier coming in twice as high as the other three and as such was not included in the review: CivicEngage, Revize, and Cybernautic. The pricing is CivicEngage \$19,999 to start and annual would be \$5,416 they also had a note of a five percent increase each year, Revize is \$11,770 to start and annual would be \$3,400, Cybernautic is \$19,870 to start and annual would be \$3,120. Michele stated that upon review of the proposals her team's recommendation is Revize, noting that she had solicited recommendations from references and received three great reviews back for Revize, noting that the bid indicates they are a little more economical and would be a good fit for the Health Department. A motion was made by Bruce Bobofchak to approve Website Bid from Revize as proposed; was seconded by DuRae Fletcher, Sr. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Susan Vinson-yes; Robert Bondi-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes. Absent Stephanie Grimes and Lorraine Garland.

The final item under President's Business, Dan Harris discussed Board Members Kevin Satsky, MD and Bruce Bobofchak, DDS Terms expiring June 2021, stating they both agreed to serve another term. A motion was made by Dan Harris to forward a recommendation to Knox County Board to approve Kevin Satsky, MD and Bruce Bobofchak, DDS to continue

for another term; was seconded by Susan Vinson. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Susan Vinson-yes; Robert Bondi-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Lorraine Garland-yes. Absent Stephanie Grimes.

## **BUSINESS MEETING**

### **Approval of Minutes**

A motion to approve the minutes of the March 11, 2021 meeting as circulated was made by Doug Gibb and seconded by Lorraine Garland. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Susan Vinson-yes; Robert Bondi-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Lorraine Garland-yes. Absent Stephanie Grimes.

### **Treasurer's Report**

The first item was added to agenda under the Treasurer's Report, Jerome Townsell presented to Board the Budget/Line-Item Adjustment, stating we received a revenue increase of \$200,000 in LIHEAP money and a new \$100,000 COVID vaccination grant, and expense increase of Contractual Labor \$5,000, Grant Services \$200,000, Printing & Advertising \$25,000, Computer Support \$10,000, Waste Removal \$6,000, Maintenance Supplies \$5,000, Office Supplies \$15,000, Medical Supplies \$10,000, Supplies-Health Promotion \$10,000 and Equipment \$14,000. A motion was made by Robert Bondi to approve Budget/Line-Item Adjustment and was seconded by Kevin Satsky. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Susan Vinson-yes; Robert Bondi-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Lorraine Garland-yes. Absent Stephanie Grimes.

In the next item under the Business Meeting, Jerome Townsell, reported on revised expenses for the month of April 2021 totaling \$244,203.79. He went on to note that additional expenses since the mailing of the agenda included: Employment Ads \$8,000.00, Legal Services \$1,305.00, Copier Lease \$698.87, Training/Travel \$454.79, Supplies \$536.04, Waste Removal \$308.20, Transport Fees \$130.00, Utilities \$86.75, and Client Services \$61.93, totaling \$11,581.58. A motion was made by DuRae Fletcher, Sr. to approve payment of the April 2021 bills as presented; was seconded by Lorraine Garland. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; Susan Vinson-yes; Robert Bondi-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Lorraine Garland-yes. Absent Stephanie Grimes.

In the final item under the Business Meeting, Jerome Townsell, presented the Financial Statements for the period ending March 31, 2021, stating the Health Department is (\$154,333.09) Net Revenue Over Expenditures for the month and (\$130,169.55) Net Revenue Over Expenditures for the year.

## **PUBLIC HEALTH ADMINISTRATOR'S REPORT**

In the first item on the agenda under the Administrator's Report, Michele Gabriel discussed with Board the Public Health Legislative Report, stating House Bill HB0243 and Senate Bill SB0643 propose to increase the Local Health Protection Grant line item from \$19,100,000 to \$30,000,000. It is unclear how they will distribute any increase; if it is put in as part of the budget it will be distributed according to the existing formula, if the increase is added after the fact the State Health Department Director has discretion on how to distribute the increase in funds and has historically distributed money solely by population which means a lot of the funds do not come down state. Ms. Gabriel also spoke regarding SB643 which amends the Illinois Emergency Management Act and states that during a declared disaster that impacts all Illinois Counties, all local health departments SHALL report to AND be directed

by the Illinois Department of Public Health. In this scenario, a local governmental agency would be controlled by the IDPH and the Governor's Office.

In the next item on the agenda under the Administrator's Report, Michele Gabriel discussed with Board the CHC COVID Grant Modifications & Extensions, stating a couple months ago they were discussing two COVID grants that were in the Health Center, were looking to extend for an additional year and re-budget funds to improve air circulation through the building which would allow us to see more patients, secure our rear entrances, for staffing, PPE, and cleaning supplies. Michele stated when she checked this morning they were under review, these are special funds from the Expanded Capacity Testing in the amount of \$114,707 and Care's Money for \$279,985 we are waiting to hear approval for those extensions and budget adjustments. Michele stated she does not have any concerns with them being approved.

In the next item on the agenda under the Administrator's Report, Michele Gabriel discussed with Board the New HRSA CHC Funding stating we were awarded \$1,190,750, we must use this funding in alignment with our Community Health Center Operational Grant and may support a wide array of in scope activities, this is a two-year grant from April 1, 2021 through March 31, 2023. It can be used to increase vaccination capacity, response, and treatment capacity, maintaining and increasing capacities, recovery and stabilization. Michele stated when the Bergner's facility is finished, they will be adding it to the scope of the Community Health Center, so we will be requesting a change in scope to add a temporary service site in response to an emergency event. Since we are dealing with an emergency, we can add that vaccination site to the Health Center scope, which would allow these funds to capture some of the expenses that the vaccination grant at the state may not, it also allows Health Center staff to contribute to the vaccination effort. Michele stated the plan for spending that money down is due May 31, 2021, it will be coming to the Board in their May packets for approval.

In the next item on the agenda under the Administrator's Report, Michele Gabriel discussed with Board the Continuation of CHC Funding, stating the Health Center did receive its regular notice of award for operational funding, we did a noncompetitive application in November of last year and we received our notice of award for our regular Health Center grant a couple weeks ago. These funds are used according to noncompetitive and continuing application that we submitted in November and according to that budget, this budget year will start on May 1, 2021.

In the next item on the agenda under the Administrator's Report, Michele Gabriel discussed with Board the HRSA Patient Target, stating three years ago HRSA came out with an opportunity for us to lower that number and take a small decrease in our grant and we did do that, they are wanting Health Centers to come closer to their patient target numbers and they have brought it out again when we wrote our competitive award, by the end of our competitive award we are supposed to have reached our patient target which is 5,855 unduplicated users.

In the next item on the agenda under the Administrator's Report, Michele Gabriel updated the Board on COVID-19 Activities, stating the Governor said due to rising numbers in hospitalizations, Illinois will not be heading into phase five of the restore Illinois plan, he continued to add the cases are seeing an increasing trend. Michele stated region two is seeing an increase in its numbers, as a region overall our positivity rates are moving close to

eight percent, under the measure for ten days increases our most recent test positivity rate 6.9 percent, Knox County positivity rate for week ending 3/27/2021 was .8 percent., this week was up to 2.2 percent. Michele stated Health Center continues to test and contact tracing continues to work, we had them busy doing other work when there was not sufficient contact tracing, but that has started to step back up. Contact Tracing are monitoring individuals who moved here from countries with Ebola, since it is done for twenty-one days and some weekends. We are continuing to do community education outreach on Facebook, press releases, news releases and Michele and Fire Chief Randy Hovind are on WGIL radio show every Friday at 8:10am.

Michele stated we continue to hold first and second dose vaccine clinics at the Farm Bureau building. WIC, Family Case Management and LIHEAP continue to operate remotely, LIHEAP will have a few people come in the building for a short period, but primarily we are doing business in the parking lot for some of our services. The Health Center is back to seeing patients in the building, they are back to providing services indoors, our other core services are being done in the in between times, we are still doing food, water, sewage, lead, communicable disease, std's, and immunizations in between clinics.

In the final item on the agenda under the Administrator's Report, Michele Gabriel updated Board on COVID-19 Vaccination Clinics, stating our vaccine numbers given as of today Knox County residents have received 27,543 of COVID vaccine, 10,622 Knox residents are fully vaccinated, 21.2 percent of the 50,112 Knox county residents. Our second dose vaccines are coming about two weeks early, because one point we were waiting for the second dose vaccines to arrive. Our sixty-five and older population have 6,255 vaccinated which is 58 percent of that population, sixteen to sixty-four have 4,367 vaccinated about 14 percent of that population, Knox County Health Department staff have provided 5,569 doses in thirty clinics, 21 first dose clinics administering 3,687 first doses and 9 second dose clinics administering 1,882 second doses, we have a lot of second doses to be given in the next couple weeks. Michele stated locally she still allocates first and second doses for the county except the pharmacies, she receives vaccine for both Hospitals and the Health Department, Hy-Vee comes from the State allocations and Walgreens comes from the Federal Government, our numbers of the Johnson & Johnson vaccine are small, the large state sites are getting most of the Johnson & Johnson vaccine, we are seeing more Moderna vaccine coming to Knox County, so allocations are split between the Hospitals and Health Department.

Wil stated Saturday April 10, 2021 we have a Jansen clinic at the Farm Bureau which will be one of our last clinics there, we will also be using it at the Knox County Jail and Rescue Mission, but we are working out the logistics with them. The following Saturday April 17, 2021 we have a Pfizer clinic to target kids 16-18 years old, this is the first time the Health Department had any Pfizer vaccine, we have 200 doses and all schools in Knox County have sent out information to the parents, letting them know about the vaccine and how to register for it, it not a clinic that we are openly advertising at this time, depends on how it fills up we may advertise for it, in less than 24 hours we had 87 of the 200 doses signed up for, we have two second dose Moderna clinics next week, we will hopefully be in the new Unified Command Mass Vaccination Site for these vaccine clinics. President Harris asked if there was anything the Board could do to help them get moved into the new site, Wil stated at this time he did not know of anything that they could do.

## **DIVISION DIRECTOR REPORTS**

The only item on the agenda under Division Director Report, Wil Hayes, Assistant Public Health Administrator presented to Board for informational purposes the Nuisance Ordinance Proposal, stating States Attorney Jeremy Karlin wanting to consider a Nuisance Ordinance, Wil and Michele Gabriel have reviewed it, Ms. Gabriel encouraged him to slow down and make sure if we are going to adopt a county wide Nuisance Ordinance order or look at one, it is truly inclusive to cover for what we want to, that we are not doing something quick and reactionary because of a complaint or two. The Department is staying in communication with Mr. Karlin and other parties involved.

## **POPULATION HEALTH MANAGEMENT REPORTS**

The only item on the agenda under Population Health Management Reports, Michele Gabriel, Public Health Administrator presented to Board for informational purposes the 2021 Illinois and Knox County Health Rankings, stating this is information that comes out every year from Robert Wood Johnson Foundation, this is good data to review and assists with data collection for the community health assessment and community health improvement plan.

## **PERFORMANCE MANAGEMENT REPORTS**

The only item on the agenda under Performance Management Reports, Wil Hayes, Assistant Public Health Administrator; reported to Board the COVID-19 Activities Data for March 2021, reporting Health Center performed 385 tests, 126 positives cases, 8 positives lost to follow up, 25.2 total positive hours, 321 contacts, 34 contacts lost to follow up, 64.2 total contact hours, average three contacts per positive case, Call Center received 394 phone calls, Contact Tracing Made 794 calls, 17 press releases, and 96 social media activities.

## **WORK SESSION**

There were no items on agenda under Work Session.

## **OLD BUSINESS**

The only item on the agenda under the Old Business, Michele Gabriel presented to Board the Finalized Organizational Chart, stating the Board approved some changes last month and this is the finalized version for your information.

## **NEW BUSINESS**

The only item on agenda under New Business, Michele Gabriel presented to Board the Unified Command Mass Vaccination Site at Bergner's Building Proposal Consensus, stating they are adding it to the scope of the Community Health Center project for staffing and money, at some point we will have large amounts of vaccines to give, so it would be the hospitals and all our partners in one building doing a large push of vaccine. Michele stated she was requesting the consensus from the Board to close the Health Department for services and leave a couple people to answer phones for emergencies, in order to use all the staff to push out large amounts of vaccine into the County as once, the Board provided full consensus.

## **UPCOMING BUSINESS**

President Dan Harris reviewed Upcoming Business, including the Knox County Board Finance Committee meeting on April 22, 2021 beginning at 6:30 p.m. via teleconference, the Knox County Board meeting on April 28, 2021 at 6:00 p.m. at Galesburg City Hall and via teleconference, and the next Board of Health Meeting on May 13, 2021 beginning at 6:30 p.m. via teleconference.

### **COUNTY BOARD LIAISON**

Robert Bondi, Knox County Board Liaison to Board of Health, Robert stated the County has been making changes in their IT department. Robert said the County Board is in full support of the Health Department and thanked Michele and her team for all they have been doing.

### **BOARD MEMBER COMMENTS**

Doug Gibb and the Board thanked Michele and her staff for all the hard work they are doing and welcomed our new member, Susan Vinson.

### **EXECUTIVE SESSION**

There were no items on agenda under Executive Session.

### **RETURN TO OPEN SESSION**

There were no items on agenda under Return to Open Session.

### **ADJOURNMENT**

A motion was made by Doug Gibb to adjourn the April 8, 2021 Board of Health meeting at 8:00pm; the motion was seconded by Bruce Bobofchak. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satisfsky-yes; Doug Gibb-yes; Susan Vinson-yes; Bruce Bobofchak-yes; DuRae Fletcher, Sr.-yes; Lorraine Garland-yes. Absent Stephanie Grimes and Robert Bondi.