

State of Illinois  
Counties of St. Clair  
East Side Health District  
Tuesday, October 11, 2016

### **Proceedings of the Board of Health**

A regular meeting of the Board of the East Side Health District in the City of East St. Louis, County of St. Clair, State of Illinois, was held on Tuesday, October 11, 2016. The following members were present. Mark Kern- Absent – Norman Miller - Present – Oliver Hamilton –Present– Vanessa Chapman – Present- Curtis McCall – Present. Quorum present. Meeting chaired by Supervisor McCall.

#### **Also Present:**

Elizabeth Whiteside, Administrator; Phil Rice, Atty.

#### **1. Approval of Minutes from September 12, 2016**

Motion: Motion to approve and seconded Minutes from September 12, 2016. Upon Roll Call - Vanessa Chapman - Yes - Curtis McCall – Yes - Mark Kern – Absent - Norman Miller – Yes - Oliver Hamilton – Yes. The Motion carried.

#### **2. Administrator’s Report**

Grant update –

- Grant contracts are stable.
- LHPG has not been received but funding will be flat as last year
- Awaiting signatures on the SBHC, Lead and RHEP FY 2017 grants
- Vivian Adams from District 189 in progress.

Environmental Health Update

- Club Liquid closure notification received.
- Atty. Rice is sending out letters to violators for outstanding permit fees.
- BT drill November 14/15.

Employee Update

- 3 new hires – MSW Case manager for FCM; Medical Assistant – SBHC; and a WIC Intake Clerk
- Cornell Cannon to retire, looking to hire a maintenance person who can do multiple jobs in addition to janitorial duties.

Building Maintenance

- Insurance mandated gutter repairs on the 638 building to be done by Spengler Plumbing. Contacted 4 companies and they could not do the work.

IPLAN

- Need to hire an IPLAN facilitator/writer. Must be completed by October of next year for recertification of the Health District

Union Concerns

- Complaint regarding the amount of work that the Nutritionists must do in the WIC department, scheduling of clients, etc. An analysis of amount of work performed by each Nutritionist, time involved, etc. and determined that they are averaging 6 clients per day. This information was forwarded to the Union. Complaints are baseless.

Motion: Motion to approve and seconded. Upon Roll Call - Vanessa Chapman - Yes - Curtis McCall – Yes - Mark Kern – Absent - Norman Miller – Yes - Oliver Hamilton – Yes. The Motion carried.

**3. Finance Committee Report**

Disbursements for August 2016

Motion: Motion to approve and seconded. Upon Roll Call - Vanessa Chapman - Yes - Curtis McCall – Yes - Mark Kern – Absent - Norman Miller – Yes - Oliver Hamilton – Yes. The Motion carried.

**4. Attorneys Report – none**

**5. Board Comments – none**

**6. Motion to adjourn until Monday, November 14, 2016**

Motion: Motion to approve and seconded. Upon Roll Call - Vanessa Chapman - Yes - Curtis McCall – Yes - Mark Kern – Absent - Norman Miller – Yes - Oliver Hamilton – Yes. The Motion carried.