

Cass County Health Department

BOARD OF HEALTH

Regular Meeting

March 25, 2020

The Cass County Board of Health met via conference call on March 25, 2020. President Amy Parlier called the meeting to order at 12:02 p.m.

Board of Health members present were Amy Parlier, Joyce Brannan, Ron Aggertt, Hollie Reid, Mekelle Neathery and Ann Chelette.

Health department employees present were Teresa Armstrong, Dirk Debergh, Brandi Hymes and Linda Debergh. Nicole Roegge was present to take the minutes of the meeting.

Prior to the start of the meeting President Amy Parlier took a moment to recognize the passing of former Board of Health member and President Lesley Newell.

Amy also thanked Teresa and her staff for all of their hard work they are putting in during the COVID-19 pandemic.

Approval of Minutes

A motion was made by Ron Aggertt and seconded by Hollie Reid to approve the minutes of the February meeting as presented. The motion carried with all in favor.

Financial Report

Teresa Armstrong, Administrator, reported that the finance committee met prior to the regular Board of Health meeting and reviewed the financial reports. She reported that the Home Services programs are currently showing they are around \$40,000 in the hole. Teresa had staff investigate this and it was found that home health and hospice census numbers are down compared to last year. There is also approximately \$30,000 that is not billed yet for various reasons. Otherwise all other financials looked good.

Teresa also discussed recent changes to staffing and operations amid the COVID-19 pandemic. Teen Reach is currently shut down as school is not in session. DHS has told their grantees that they will continue to pay grants even with reduced deliverables. Teresa has not gotten any information from IDPH regarding their intent to pay remaining grant money.

The dental clinic is currently only seeing emergency patients on Monday and Thursday mornings from 7:30-12:00. This will cause a significant reduction in the amount of encounters that are being billed out. The medical clinic has seen a reduction in their daily visits as well. Dr. Curry and Dr. Royeen will continue to be in the office seeing patients via telehealth and in office (when necessary). Emily has transitioned to doing telehealth visits from home. All behavioral health providers are now seeing patients via telehealth from their homes as well. Teresa is still waiting on more information on how telehealth will be billed via Medicaid. HRSA has sent \$54,000 in additional funding for COVID-19 but without clear guidance on if this money can be used to supplement salaries.

The Home Services department continues to see patients with nursing staff completing their charting from home. Teresa expects referral numbers for this program could increase as hospitals push patients out to make room for potential COVID-19 cases.

A motion was made by Ann Chelette and seconded by Joyce Brannan to approve the financial report as presented. The motion carried with all in favor.

### Administrator's Report

Teresa Armstrong, Administrator, reported that she has been participating in several conference calls with community partners over the past couple of weeks. She and Andrew will continue to meet weekly with EMS, Fire and Police partners. These meetings have went really well so far. Many ideas are being shared and PPE needs are being addressed.

Teresa and Andrew had a call with JBS and emergency management at Passavant Hospital. There were some issues with management from JBS sending employees to the emergency room when they have a cough or other symptoms. They now understand that employees should call their medical provider when they have symptoms going forward. Teresa and Andrew will continue to meet them weekly.

Teresa and Andrew have also had calls with local schools, mayors, mental health providers, other medical providers, and ministerial alliances. She provided all of them with her cell phone number in case of after-hours questions and has gotten a few phone calls.

Teresa reported that there have been three Cass County residents who have tested negative. There is still one patient who is currently hospitalized and results are pending.

Teresa had a call with IDPH this morning regarding the COVID-19 situation. They reported that the state is currently testing 2,500 specimens yesterday. They have a rate of 22% positive while private labs are seeing a positive rate of 20%. She also shared that state epidemiologist and other experts are predicting that there will be almost 24,000 positive cases in the state of Illinois by March 31<sup>st</sup>. Teresa urged Board of Health members to help spread the word that social distancing is the key. Everyone should assume that everyone around them is positive for COVID-19. She also encouraged board members to "like" the Cass County Health Department Facebook page as it has lots of guidance on different topics related to the COVID-19 pandemic.

Teresa reported that several staff members are now working from home. This includes members of the billing department, Home Services staff, and some administrative staff. Medical staff will begin rotating in the office in the coming weeks. All employees continue to report their temperature and symptoms to their supervisors twice daily.

Teresa is holding meetings daily with all departmental leaders so that any issues or problems can be discussed and addressed promptly. Teresa thanked her staff for working so well together and adapting easily to the many changes that have been sent their way.

Teresa reported that Jennifer Allen has submitted her application to become a Board of Health member. Teresa has asked that she be appointed by the County Board at their April meeting.

Board of Health member Ron Aggerth asked about the current level of PPE the health department has on hand. Teresa feels that the health department currently has a good amount of PPE available but more supplies have been ordered. Many items are still available to order but have limits on how many of each item you can order.

Several Board of Health members thanked Teresa and her staff for the great job they are doing to handle this unprecedented public health emergency.

See handout.

### Clinic Report

Teresa Armstrong, Administrator, reported that SUPR site visit that was scheduled for March 24<sup>th</sup> has been postponed. She also reported that the executed School Health Center grant has been received and Tiffany has started working on reporting for the grant.

There have been lots of changes in the medical clinic over the past couple of weeks. Staff are working hard and dealing with the many changes as they come. Providers still continue to see patients both in office and via telehealth services.

Teresa reported that the QA team will be reviewing 6 measures this month. Of those 6 measures 4 of them were at or above goal. The childhood immunization measure continues to be a struggle for the clinic as many times the patients are coming to the clinic already behind on their immunizations. Overall the measures looked really good.

See handout.

### Maternal Child Health Report

Brandi Hymes, Maternal Child Health Director, reported that her staff will be completing their EBT and I-WIC training virtually next week instead of attending training in person. They will still be planning to go live with the new EBT program as planned on April 6<sup>th</sup>.

See handout.

### Quality Assurance Report

Linda Debergh, Quality Assurance Nurse, reported that she still does not have any provider breakdown reports for the quality measures as a new population management software is still not in place. Linda also reported that she has been spending a lot of time working on new fillable forms for telehealth visits.

See handout.

### Old Business

There was no Old Business to report.

### New Business

Teresa Armstrong, Administrator, presented changes to the Cass County Health Department Maternal Child Health policies and procedures. Changes included the addition of immunization education on home visits and safe sleep education given at home visits to the Family Case Management policies as well as changing the home visit for infants to happen within two to four months of age. A motion was made by Hollie Reid and seconded by Mekelle Neathery to approve the changes to the Cass County Health Department policies and procedures as presented. The motion carried with all in favor.

Teresa will continue to provide weekly updates on the COVID-19 pandemic to Board of Health members each Wednesday going forward.

### Adjournment

A motion was made by Hollie Reid and seconded by Ann Chelette to adjourn the meeting. The motion carried with all in favor. President Amy Parlier adjourned the meeting at 12:35 p.m.

Respectfully submitted,

Nicole Rogge, Admin. Asst.