

Cass County Health Department

BOARD OF HEALTH

January 27, 2021

The Cass County Board of Health met via conference call on January 27, 2021. President Amy Parlier called the meeting to order at 12:03 p.m.

Board of Health members present were Amy Parlier, Ann Chalette, Ron Aggertt, Jennifer Allen, Joyce Brannan, Hollie Reid, Kim Hance, and Cathy Gibson.

Health Department employees present were Teresa Armstrong, Tiffany Angelo, Shelly Taylor, Dirk Debergh and Linda Debergh. Robyn McKinley was present to take minutes of the meeting.

Approval of Minutes

A motion was made by Ron Aggertt and seconded by Jennifer Allen to approve the minutes of the December meeting as present. The motion carried with all in favor.

Approval of Financial Report

Dirk Debergh, Financial Director, reported there was a small revision added on the final November expenses as he mistakenly added some PPE that was purchased in December under the November budget so he had to adjust that.

Dirk reported the biggest change reporting wise on revenue expense report, is how the grants are broken out. Teresa noted that any service that is considered a hands on service stayed under the Public Health grants and any service not considered hands on went under Public Health Education.

Dirk reported that all programs are in the positive. Dirk noted the clinic was slightly in the red which is due to hazard pay and bonuses paid out in December and all of the providers were out for some time for time off along with the holidays.

Dirk reported that under the detailed revenue there is an amount of \$3,406 which was a donation from JBS to be used for anything the health department chose to use it on. Teresa noted that since we did not have a Christmas party this year that money was used for gift cards for all employees to local food services in Cass County.

The committee discussed the interest rates that Dirk provided from several surrounding banks. The committee all agreed that if approved by the board they would move \$1Million from checking account to Havana National Bank and do a 36 month CD @ 1%. Ron noted that Dirk should make sure and get a letter pledging securities from the bank. If there is an issue with that the committee agreed they would move \$250,000 to First National Bank of Arenzville. Dirk reported that if the board approves this then he will contact Havana Bank.

Dirk reported that we are also receiving \$100,000 for mass vaccination. Teresa reported that she did some quick figuring and if 80% of Cass County gets vaccinated it will be around \$200,000 and noted that we are also charging an administrative fee to insurance.

A motion was made by Hollie Reid and seconded by Cathy Gibson to approve the financial report as present. The motion carried with all in favor.

Administrator's Report

Teresa Armstrong, Administrator, reported that to date, Cass County has 1,816 positive cases of Covid-19, with 30 fatalities and 1,709 individuals recovered. Teresa also noted that Cass County now has 14,694.99 cases per 100,000 people, which remains the highest county per capita average in the State of Illinois. Teresa reported that for the first time in months, Cass County has been removed from the warning level with only one metric continuing to be high (new cases per 100,000). Teresa noted that our region has moved from Tier 3 mitigation to Phase 4, which allows for gathering of up to 50 people.

Teresa reported that as of January 22, 2021 our State of Illinois numbers stand at 1,093,375 cases and 18,615 deaths, with a 98% recovery rate. Teresa noted that regions 3, 5 and 6 are currently in Phase 4; no regions of the State remain in Tier 3 mitigation.

Teresa reported she continues to work with our area facilities on outbreak investigations. Teresa noted that she is ensuring all facilities have adequate PPE and testing supplies.

Teresa reported that she continues to meet with Cass County emergency services personnel weekly, which consists of fire/ambulance/police/911/ESDA/County Board Chair.

Teresa reported that on December 22, 2020 we received our first 100 doses of Moderna vaccine. On December 23<sup>rd</sup> and 24<sup>th</sup> we administered our first 20 doses. Teresa noted that at this time we have completed Phase 1A, which was limited to healthcare workers. Teresa reported we have now moved to Phase 1B, which includes persons aged 65 and older and frontline essential workers.

Teresa reported that Phase 1B did not initially include 65 and up; this age group was added in January due to data that showed this age group is most severely impacted by covid with either death or long-term health issues. Teresa noted that we have started offering twice weekly covid vaccination clinics by appointment to those aged 65 and above, while also starting our 2<sup>nd</sup> dose of vaccines to healthcare workers. Teresa reported we also chose to focus on school staff.

Teresa reported that our supply of vaccine has been limited and sporadic which makes planning almost impossible. Teresa noted the State has heard our concerns and now say that the minimum shipment will be 200 doses, and they are trying to move towards consistency with doses being received on the same day each week.

Teresa reported we have several retired staff members who have contacted her and are willing to help us with vaccine clinics. Those retired staff members are Connie Sebeti, Debby Krohe, and Beth Cox. Teresa noted she has also hired another nurse, Becky Sudbrink, who is working PRN for us during covid vaccine clinics.

Teresa reported that IDPH had asked us to determine how much it would cost us to provide Covid-19 vaccinations through the end of 2021, as they are putting together grant funding to assist local public health departments. Teresa noted that if 80% of the county does get vaccinated, it would cost just over \$200,000. Teresa reported that we are billing an administrative fee to insurances, and if the patient is uninsured, the federal government gets billed.

Teresa reported that testing continues Monday through Friday in Virginia and Beardstown. As the need decreases, we are reducing the number of hours we offer testing. Teresa noted that we were notified this past week that after February, IDPH will no longer pay for the courier service to transport PCR tests to the State Laboratory. Teresa reported that we will be reviewing our options and come up with a plan in the coming weeks.

See handout.

### Human Resources Report

Nicole Roegge, Human Resource Specialist, reported that we currently have one open position for a Breastfeeding Peer Counselor. Nicole added this is a part time position so can be difficult to fill.

Nicole reported that Charlie Rice has been hired to fill the role of Public Health nurse and she will be starting on February 1<sup>st</sup>.

Nicole reported that she is currently working on one FMLA case that will be happening in May. Nicole added that CCHD had one Workman's Comp case during the quarter and that employee has returned to work.

Nicole reported that LPN licenses expire at the end of January 2021. Nicole has notified all current LPN's of this and many have already renewed their licenses and given her a copy.

Nicole reported that her main focus at this time is to get the Cyber Train program up and going for the health department. Nicole is currently attending training sessions weekly with our trainer to learn the program and get everything set up for our organization. Nicole added that this program will allow her to more easily track annual training requirements for employees.

See handout.

### Clinic Report

Tiffany Angelo, Clinic Director, reported that Teegan Lund has completed her orientation and has started taking new patients. Currently Teegan is able to see MCO, Medicaid or Blue Cross Blue Shield commercial insurance at this time. Teegan is spending four days in the Virginia office and one day in the Beardstown office. Tiffany noted we will continue to monitor the needs of the patients and adjust as needed.

Tiffany reported that Erin Coats has transitioned into the role of Behavioral Health Coordinator and doing well in this position and continues to learn each day.

Tiffany reported that Dr. Curry has decided that he will fulfill his contract, which means he will be staying until the middle of 2023. Tiffany noted that we have placed our contract with Merritt Hawkins on hold at this time for recruiting his replacement. Tiffany added that Merritt Hawkins will honor what we have paid and will allow us to pick up where we left off when the time is needed.

Tiffany reported we currently have a Nurse Practitioner student here with Emily, Marlee Hager, who will be here through the beginning of April. Tiffany noted that there will be students from UIC coming in February to shadow our Covid testing sites for a day.

Tiffany reported that for the month of December we reported on 10 QA measures. Those measures include Adult BMI; Screening for Depression and Follow Up Plan; Depression Remission at 12 months; Adult Tobacco screening and Cessation; Ischemic Vascular Disease; Statin Therapy for the Prevention and Treatment of Cardiovascular Disease; Hypertension; Diabetes; Latino Diabetes and French African Diabetes. Tiffany noted that of the 10 measures, 8 of the measures met or exceeded the goal set.

Tiffany reported that Angie continues to work with Care Optimize to get the information correct and in Nextgen. Tiffany noted that we continue to trouble shoot OTech issues as well. New paperwork has been submitted to load into the system. Tiffany added this will take approximately 90 days to configure. Tiffany reported that we have currently turned off the registration paperwork for patients until this is complete. The medical history and check in are still live for patients to use.

Tiffany reported we continue to research ways to be able to bill for labs ourselves which would allow us to hire our own in-house phlebotomist.

Tiffany reported we continue to offer Covid testing in both offices daily. Tiffany noted that we have adjusted our hours based on the number of tests we have been doing. Currently we are testing in Beardstown at BCA 9-11:20 a.m. and in Virginia at the Methodist Church from 1-3:00 p.m. daily. Tiffany reported that to date we have completed 4,329 tests in Beardstown with 1,085 positives and 1,208 tests in Virginia with 218 positives.

Tiffany reported that she has been working on the school health center quarterly reports and will be sending those in by the end of January. Tiffany noted they have rescheduled our on-site visit to a virtual visit on February 18, 2021. Tiffany reported they will do a virtual tour of the clinics and complete 20 chart audits during their visit.

Tiffany reported that Delaney and Elsy have been busy with food distributions and continue to distribute Covid care packages to those in need. Tiffany added that we have started tracking all Covid positive patients age 60 and over. We are also offering them to anyone who voices needs during their interviews or throughout their quarantine process. Delaney and Elsy have also been working with distribution and tracking of free FIT kits for colorectal cancer awareness.

See handout.

### Home Services Report

Shelly Taylor, Home Services Director, reported that our Medicare home health unduplicated census count at the end of November was 128 compared to last year at 191 and our total unduplicated census for all payer sources at the end of November was 305 compared to last year at 354.

Shelly reported that in October we had 28 admissions, 21 admissions in November and 33 admissions in December. Of those 82 admissions in the last 3 months, 28 were Medicare, 7 were Medicaid, 42 were private insurance and 4 were private pay.

Shelly reported that although our home health census has been down for the last year, our hospice census has been up over the last quarter. Shelly noted that we had 13 referrals in October with 10 admissions; 10 referrals in November with 7 admissions and 9 referrals in December with 9 admissions.

Shelly reported that since her last board report, we have now started testing our direct clinical staff weekly for Covid using the rapid test in the office. Shelly reported that we have several contracted facilities that were making this mandatory so we decided to just go ahead and do the testing at the beginning of every week. Shelly noted that CMS is also requiring all frontline clinical staff at nursing homes to complete a targeted Covid-19 training. Shelly reported that staff needs to have this completed by end of January.

Shelly reported that home services switched software companies officially on December 1, 2020. Shelly noted they delayed implementation of the new service for a month as they felt they were not ready. Shelly added that hospice and new home health patients go live date was December 1<sup>st</sup> and current patients were transitioned when they need to be recertified. Shelly reported they transitioned their last home health patient on January 26<sup>th</sup>.

Shelly reported Ashley Leavitt RN was hired as a full time home health and hospice nurse. Ashley started on November 30<sup>th</sup> and she is currently finishing up orientation and has recently started seeing some patients on her own.

See handout.

### Quality Assurance Report

Linda Debergh, Quality Assurance Nurse, reported that there were no changes to the Hospice Policies, Home Health Policies, Home Health Quality Management Manual, Hospice Quality Management Manual and Cass County Home Services Emergency Operations Manual that have not previously been approved.

See handout.

### Old Business

No old business to report at this time.

### New Business

A motion was made by Hollie Reid and seconded by Jennifer Allen to approve the Home Health and Hospice policies and procedures. A motion was carried with all in favor.

A motion was made by Hollie Reid and seconded by Ann Chalette to approve the Home Services Emergency Operations Plan. A motion was carried with all in favor.

A motion was made by Joyce Brannan and seconded by Ann Chalette to approve the Home Health and Hospice Quality Management Plan. A motion was carried with all in favor.

A motion was made by Ron Aggertt and seconded by Joyce Brannan to approve the Annual Report. A motion was carried with all in favor.

A motion was made by Hollie Reid and seconded by Kim Hance to approve moving \$1 Million from Petefish Skiles and Company checking account to a 36 month CD at Havana National Bank. A motion was carried with all in favor.

### Executive Session

Executive session was not needed at this time.

### Adjournment

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

Respectfully Submitted,

Robyn McKinley, Admin. Asst.