

CARROLL COUNTY BOARD OF HEALTH

August 28, 2025

822 S. Mill St. Mt Carroll, Illinois 61053

Board of Health Members in attendance: Dr. Reese, Jenny Bergman, Michele Schiess, Jane Law, Jan Schmidcamp, Bart Ottens, and Dan Woods.

Absent: William Iske.

Others in attendance: Kerry Whipple (Administrator) and Dawn Holland.

Reese called the meeting to order at 5:30 PM.

The agenda was presented for review. After review. Woods motioned to approve the agenda as presented. Law, second, passed unanimously.

Minutes from the meeting held June 26, 2025, were presented. After review, Bergman motioned to approve the minutes as presented. Law second, passed unanimously.

Law stated that the Finance Committee met prior to the BOH meeting to review and approve bills.

Financial reports for June 2025 were presented (enclosed). After discussion Ottens motioned to approve the financial reports for June 2025. Woods, second, passed unanimously.

Financial reports for July 2025 were presented (enclosed). After discussion Woods motioned to approve the financial reports for July 2025. Schmidcamp, second, passed unanimously.

The Board discussed the Respiratory grant and the SIPA grant. It was stated that the Respiratory grant was a two-year grant, and we have not spent the funding. Purchases will need to be made to spend down the grant as outlined in the agreement. The respiratory grant will come to an end on June 30, 2026. The SIPA grant is due to end November 2027 and still has over \$200,000.00 left to be used. Different options were discussed. It was mentioned that we would contract with a Temp agency for administrative services to help with clerical duties within the Environmental Health department as well as looking into the possibility of a paid intern position to help in the Environment Health Department. Both options would be paid out of SIPA funds.

The activity report was reviewed (enclosed). Whipple stated that a successful health fair was held and that 20 school physicals were completed and needed immunizations were given. Whipple then stated that she would like the Board to consider additional pay increases for the 4 current full-time staff in addition to the counties annual COLA raises. In the past, the county has increased pay by 3%. Whipple suggested a 6% increase. A 6% increase would keep us within the limits of the IMRF guidelines. After discussion, the board recommended that the 4 current full-time staff have a 6% increase put into the budget.

Whipple stated that we have been awarded the Better Birth Outcomes grant (BBO-C) that she had applied for. This grant will replace the family Case management Grant that has been eliminated. She also stated that Stephenson County Health Department was awarded a Safe Sleep Grant that covers Carroll County. The safe sleep grant will provide incentives and education for new parents. Holland mentioned that we have finally been able to fill the vacant RN position that has been open for over a year. This new hire will work with our current programs as well as be trained for the new BBO-C grant.

The next item discussed was the communication between Sherwin Williams and Holland. Holland stated 27 gallons of paint have been delivered to the health department from Sherwin Williams. She stated a check has been received (\$2856.96) and deposited. Three bids for painting were presented to the Board. Woods motioned to accept the bid from Cardinal Property Renovations. Motion dies for lack of a second. The Board asked for clarification on whether the companies would be able to work the weekends and if the

bid included moving the furniture within the office. Each company would also need to present 2 references. Holland will gather the requested information and have it for the next Board meeting.

The next item discussed was the proposed MOA between Carroll County Health department and the Whiteside County Health Department. After discussion the board expressed concern that we went into this discussion looking for dental services and now have changed our focus. Whipple and Holland were directed to reach out to Cheryl from Whiteside and see if we could circle back to dental opportunities. It was also discussed to have a building engineer come out and give us an estimate on what it would cost to make our building able to house a dental clinic. The Board stated to put \$75,000.00 in the Building Repair line item and \$225,000.00 in the equipment line item for the FY26 budget in hopes of moving forward with the dental project. Bergman suggested that if we started with mental health/telehealth services, it may give us a feel of how the partnership with WCHD would work. More information will be brought to the next BOH meeting in October.

At 6:43 PM Woods motioned to adjourn. Law, second, passed unanimously

Minutes taken and submitted by Dawn Holland