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Jo Daviess County Health Department • 9483 US Rt. 20 West • P. O. Box 318 • Galena, Illinois 61036

Jo Daviess County Board of Health

Tuesday, March 6, 2019 at 7:00 p.m.

Jo Daviess County Health Department Conference Room

MEETING MINUTES

1. Call to Order

Ron Lubcke, President of the Board of Health, called the Meeting to order at 7:00 p.m.

2. Roll Call:

Members Present: Matt Gullone, Nikki Chamberlain Pham, Kim Barrett, Brandon Behlke, Ron Lubcke, Elizabeth Blair, Stephen Petras, and Gary Jobgen. A quorum was established.

Staff Present: Sandra Schleicher and Marcia Christ

Others Present: Jamie Petras and John Hay, State's Attorney

3. Approval of Minutes

a) February 19, 2019 Board of Health Meeting Minutes; Liz Blair motioned to approve the minutes as presented, seconded by Kim Barrett. All were in favor, the motion carried.

4. Citizens' Comments: There were no Citizens' comments

5. Unfinished Business:

a) Discussion and possible action regarding recommendation from Social and Environmental Health Committee to change Farmer's Market permit fee for out-of-county residents.

Ron Lubcke stated that additional information regarding the Farmer's Market Permit fees was still being gathered. Matt Gullone motioned that the Agenda Item would remain Tabled, seconded by Kim Barrett. All were in favor, the motioned carried.

6. New Business

a) Discussion and possible action regarding Health Department well and water supply.

Sandra Schleicher made board members aware that the Health Department had to recently close early one day due to no water; that the water had been freezing off and on the last couple of weeks. She stated a Contractor had to be called for service and they proposed that to eliminate the problem, the pressure system and switch needs to be moved inside the building. Sandra noted that they estimate the cost to average \$5,000 - \$6,000; that she is planning on getting quotes for the project and that the expense is within the budgeted amount for building maintenance. Matt Gullone made a motion to move ahead with the project, seconded by Kim Barrett. All were in favor, the motion carried.

7. CLOSED SESSION:

Ralph Losey arrived at 7:05 p.m.; at that time a motion to enter closed session was made by Gary Jobgen reading the statements below, seconded by Elizabeth Blair. All in favor, the motion passed. Voice Roll Call was taken; all board members were present along with John Hay, States Attorney. Marcia Christ and Jamie Petras left the room. Due to family emergency, Sandra Schleicher left the meeting at this time.

a) *Personnel section 2(c)1*

“The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.” Topics of discussion: Public Health Administrator, Staff complaint.

b) *Personnel section 2(c)3*

“The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.” Topics of discussion: Public Health Administrator.

The Board of Health reconvened to open session at 8:05 p.m. following a motion made by Matt Gullone; seconded by Elizabeth Blair. All were in favor, the motion carried. Jamie Petras and Marcia Christ rejoined the meeting.

8. Possible action as a result of Closed Session:

- a) Brandon Behlke made a motion to promote Beth Marcure to the position of Sanitarian effective on the date of her one year anniversary of starting with the Health Department, including retroactive pay to the date of the promotion including annual raises. Matt Gullone seconded the motion; following a voice vote, Ayes: 8, Nays: 1, Gary Jobgen. The motion carried.
- b) Brandon Behlke made a motion authorizing the President of the Board of Health, with the advice from the Jo Daviess County State’s Attorney, to formulate and enforce a corrective action plan for a period of one year as a result of the staff complaint. Gary Jobgen seconded the motion; all were in favor, the motion carried.
- c) Brandon Behlke made a motion to address policies recommended by the State’s Attorney, seconded by Kim Barrett. All were in favor, the motion carried.
- d) Brandon Behlke made a motion to convene the Personnel Committee for search of the Full-time Public Health Administrator, seconded by Matt Gullone. All were in favor, the motion carried.
- e) Gary Jobgen made a motion to increase staff in the Environmental Health Department, seconded by Elizabeth Blair. All were in favor, the motion carried

Elizabeth Blair left the meeting at 8:12 p.m.

9. Administrator’s Comments: Not available for further comments

10. President's Comments: Ron Lubcke thanked John Hay for guiding board members through this process in order to move forward.

11. Citizens' Comments: No comments

12. Next Scheduled Board of Health Meeting: April 3, 2019 at 7:00 PM

13. Adjourn: Gary Jobgen motioned to adjourn the meeting, seconded by Kim Barrett. All were in favor, meeting adjourned at 8:15 p.m.