



# **AGENDA**

## **County Health Committee**

### **Tuesday, November 30, 2021**

#### **@ 12:00 PM**

Peoria County Courthouse, Room 403

1. **Call to Order**
2. **Approval of Minutes**
  - October 26, 2021
3. **Informational Items / Reports / Other Minutes / Updates**
  - Board of Health
  - Care and Treatment Board
  - EMA
  - Regional Office of Education
  - Sustainability & Resource Conservation
    - Sustainability Update
    - Landfill Update
4. **Discussion**
  - Grant to TRIAD
  - Health and Human Services Campus
5. **Miscellaneous**
6. **Adjournment**

**DRAFT**  
**MINUTES**  
**County Health Committee**  
**October 26, 2021**  
**@ 12:30 p.m.**

<b>MEMBERS PRESENT:</b>	<b>Sharon Williams</b> - Chairperson, <b>Betty Duncan</b> - Vice Chairperson; <b>Jennifer Groves Allison, Eden Blair, Brandy Bryant, Linda Daley, Kate Pastucha, Rachel Reliford, Rob Reneau, Steve Rieker, Phillip Salzer</b>
<b>MEMBERS ABSENT:</b>	
<b>STAFF PRESENT:</b>	<b>Scott Sorrel</b> - County Administrator; <b>Shauna Musselman</b> – Assistant County Administrator; <b>Jennie Cordis Boswell</b> - State's Attorney's Office; <b>Gretchen Pearsall</b> – County Administration; <b>Jason Marks</b> – EMA; <b>Elizabeth Crider</b> – Regional Office of Education
<b>VISITORS:</b>	<b>Ellen Spencer, Don Forrest</b> – Farnsworth Group

**Call to Order**

Chairperson Williams called the meeting to order at 12:33 p.m.

**Approval of Minutes**

A motion to approve the minutes of September 28, 2021 was made by Ms. Reliford and seconded by Ms. Duncan. The motion carried unanimously.

**Informational Items / Reports / Other Minutes / Updates**

- Board of Health
- *Monthly Update*

Mr. Marks advised that COVID-19 vaccines continue, and booster shots are available at the Health Department.

- Care & Treatment Board
- *Monthly Update*

No verbal report.

- EMA
- *Monthly Update*

Mr. Marks summarized activities within the past month, including COVID-19 related activities, a U.S. Corp of Engineers tabletop exercise, and siren equipment status. He and Monica Hendrickson participated in a Pandemic and All Hazard Preparedness Act interview.

(Ms. Bryant enters meeting)

**Regional Office of Education**

- *Monthly Update*

Ms. Crider provided an update on the activities of the Regional Office of Education:

- COVID-19 Vaccine clinics for 5-11 year old children are being coordinated with OSF and Unity Point
- Career Spark, an interactive career expo experience for 8<sup>th</sup> grade students, is being held virtually again this year.
- The Illinois Principals Association is currently holding their annual conference at the Civic Center.

➤ Sustainability & Resource Conservation

No verbal report. Mr. Sorrel directed committee members to the submitted report and stood for any questions. There were no questions or comments from committee.

➤ Landfill Update

Mr. Sorrel advised that the Landfill Committee scheduled to meet on October 27<sup>th</sup> has been cancelled.

**Discussion**

➤ Health and Human Services Campus

Mr. Sorrel advised that the project workflow is currently in the discovery phase, and anticipates a report to committee, in conjunction with the Farnsworth design team, within the next two months. He stated that subsequent to the report, a recommendation on renovation or replacement will be determined. He also commented that additional analysis on potential location is being performed should the recommendation be to replace the facility.

Mr. Sorrel advised that the discovery phase includes evaluating mandated services vs. discretionary services, and collecting demographic and geographic data for customers and clients of the Health Department, Coroner's Office, and the Regional Office of Education.

(Dr. Blair enters meeting)

The design team of Farnsworth Group presented an overview of the various stages of the analysis, including programming, space efficiency, demographics (travel times, zip codes served), internal and external partners, neighborhood and community aspects, and potential building sites.

Mr. Rieker suggested a detailed study of options for various delivery methods for the services provided by the Health Department. Ms. Daley noted the importance of considering and evaluating the potential for rural residents of the county to utilize services despite potential transportation barriers. Mr. Reneau suggested evaluating the consolidation other smaller county offices within the new campus.

**Miscellaneous**

The committee discussed a donation request from Peoria County Triad, an organization focusing on senior safety.

**Adjournment**

The meeting was adjourned by Chairperson Williams at 1:14 p.m.

*Recorded and Transcribed by: Jan Kleffman*



## Peoria County Board of Health Minutes of October 18, 2021 Meeting

**MEMBERS PRESENT:** Dr. Armmer Mr. Kennedy  
Ms. Duncan Dr. Na'allah  
Rev. Duren Dr. Davis  
Mr. Webster

**MEMBERS ABSENT:** Ms. Mitchell Dr. Reed  
Mr. Brewer Dr. Cadet-Saintilus

**STAFF PRESENT:** Monica Hendrickson, Public Health Administrator  
Brian Gulley, Director of Finance  
Dr. Leslie McKnight, Director of Community Health Policy & Planning  
Emily Sarmiento, Human Resources  
Amy Roberts, Administrative Assistant  
Justin Dwyer, Environmental Health Practitioner, Union Representative

### **OTHERS PRESENT:**

#### **Item 1 – Call to Order**

The meeting was called to order at 6:01 pm by Dr. Armmer

#### **Item 2 – Pledge of Allegiance**

#### **Item 3 – Public Comments**

Justin Dwyer, Environmental Health Practitioner and President of the Union at PCCHD stated that there was a policy change on the agenda for tonight's meeting. Mr. Dwyer wanted to let the Board know that the Union is in support of the policy change.

**Rev. Duren entered the meeting at 6:06 pm.**

#### **Item 4 – Presentation: Complete Streets Pop-Up Event**

Dr. McKnight stated that today she received a Proclamation from Mayor Ali in support of the pop-up event and Complete Streets. Dr. McKnight reviewed the presentation included in the packet on the Complete Streets Pop-Up Event.

#### **Item 5 – President's Comments**

##### **Yearly Trainings: Open Meetings Act & Sexual Harassment Training**

Dr. Armmer reminded the Board that the yearly trainings will be coming soon and to watch for emails. Ms. Hendrickson noted that these are required trainings and Ms. Roberts will send an email when these trainings are due.

##### **PCCHD Staff Holiday Discretionary Time Off**

Ms. Hendrickson stated that historically, the Board of Health has gifted a discretionary day off around the holidays to the PCCHD staff, in addition to the two days in observance of Christmas and New Year's Day. Ms. Hendrickson noted that looking at operations, the recommendation for the discretionary day is Thursday, December 23<sup>rd</sup>. PCCHD staff would be off on Friday, December 24<sup>th</sup> in observance of Christmas, leaving that as a three-day week, followed by a four-day week, then a five-day week. Ms. Hendrickson again reminded the Board that this is discretionary, and they do not have to do this. Mr. Webster made a motion to discuss the Board supporting the PCCHD Staff

Holiday Discretionary Time Off of December 23, 2021. Motion was seconded by Ms. Duncan. Rev. Duren made an amendment to the motion to gift the staff Monday, December 27<sup>th</sup> off instead of Thursday, December 23<sup>rd</sup>. The Board discussed the two different days in regard to celebrating other holidays and operational issues. There was not a second to Mr. Duren's amendment. Dr. Davis made a motion to end discussion. Motion carried (6,1) with Rev. Duren voting nay. The Board voted in support of gifting the PCCHD staff December 23, 2021 off.

### **Item 6 – Consent Agenda Items**

Mr. Duren made a motion to approve the consent agenda items. Motion was seconded by Mr. Webster. Motion carried (7,0).

### **Item 7 – Financial Services Report for Period #8/FY2021 and Summary**

Mr. Duren made a motion to accept the Financial Services Report for Period #8/FY2021 and Summary. Motion was seconded by Ms. Duncan. Mr. Gulley stated that the numbers in the packet are through August and about 67% through the year. Mr. Gulley reviewed the numbers in the packet and stated that about \$442,000 was received in September from the tax levy disbursement, which puts the tax levy at about 90% year to date. There are still two more disbursements coming. The October CPPRT disbursement was \$175,000 more than what came in last year, which will make the revenues \$454,000 over budget. The Grants Receivable amount has an additional \$176,000 related to a FEMA payment for the mobile vaccine clinics. Total revenues in the packet are \$6,310,673, which is 72% year to date. For expenses, the total is \$5,802,963, which is 59% year to date. The change to reserve fund is \$507,710 and the fund balance is \$4,285,909. Motion carried (7,0).

### **Item 8 – Committee Reports**

#### Strategic Planning Committee

#### Community Health Improvement Plan

Ms. Hendrickson stated they are now gearing up for the next cycle of the Community Health Improvement Plan as the surveys have already been put out. This year, the three counties have been divided into smaller regions, with six different regions in Peoria County, with more of an equity model. They will be using the MAPP progress and have applied as a Tri-County for the NACCHO grant for technical support for this cycle. They would be one of the first communities to use this new MAPP assessment for this cycle. It includes three different assessments and going through the equity lens. The goal is to have all the assessments done by March 2022, as they will start prioritizing in April 2022. The Boards of Health will be looking to approve the 2023-2025 plan in July 2022. There was discussion about the process and outcomes of the Community Health Improvement Plan.

#### Finance & Personnel Committee

#### FY2022 Budget Update

There was no further discussion from the Finance and Personnel Committee and the FY2022 budget.

### **Item 9 – Old Business**

#### COVID-19 Update

Ms. Hendrickson stated that Peoria County has hit 52% fully vaccinated. They expect to hear about the boosters for Moderna and Johnson and Johnson on October 20<sup>th</sup> and 21<sup>st</sup>. The FDA has gone through their approval but are still awaiting on the CDC's full approval. Ms. Hendrickson noted that next week will be the earliest they can start the boosters, giving those at PCCHD. The only issue is that Moderna will be a different dosage, which changes how it's coming to PCCHD along with the supplies. On October 26<sup>th</sup>, they expect the conversation for 5–11-year-olds to start, with the earliest date to go live on November 4<sup>th</sup>. PCCHD would start administering those on November 8<sup>th</sup>. They are partnering with OSF and UnityPoint to divide up the school districts. They are advising schools to request a state site at their school on November 8<sup>th</sup>, some schools have taken advantage of this. Ms. Hendrickson noted that they would not be opening up Heddington Oaks again as individuals can get vaccines anywhere and the need is not there.

### Facilities Update

Ms. Hendrickson stated they are still working through the contract for the Architectural Firm and Construction Manager At-Risk. They do have field trips planned, November 5<sup>th</sup> to Will and Kane County. Will's County Health Department opened within the past year and Kane County for a new morgue. If Kane County is doing an autopsy, they will be going to visit Lake County's new Health Department.

### Quarterly Program Reports

The Quarterly Program reports were available to view in the packet. Ms. Hendrickson stated she is happy to answer any questions on the reports. There was discussion around the progression from last year's number to this year's numbers.

### **Item 10 – New Business**

#### Executive Sessions Minutes Remaining Confidential

Rev. Duren made a motion to keep the Executive Session Minutes confidential. Motion was seconded by Mr. Kennedy. Motion carried (7,0).

#### 2022 Board of Health Meeting and Committee Schedule

Dr. Na'allah made a motion to approve the 2022 Board of Health Meeting and Committee Schedule. Motion was seconded by Dr. Davis. Motion carried (7,0).

#### 2021 Climate Survey

Ms. Sarmento reviewed the results from the 2021 Climate Survey, which was included in the packet. Ms. Sarmento added that these results are quite positive, especially during a pandemic. Dr. Armmer noted that this is a team that values individuals and gave kudos to the PCCHD Administrator and Management team that helps create this environment. Ms. Sarmento added that there was also 100% participation on this survey.

#### Personnel Policies

Rev. Duren made a motion to support the updated Personnel Policies. Motion was seconded by Ms. Duncan. Ms. Hendrickson stated this was an annual update of the Personnel Policies. There was a few minor tweaks including clarification of cell phones for employees, including temporary employees. The largest issue update is around the vaccination policy. After consulting with County Administration and the State's Attorney's office, they updated the language around the vaccination policy and outbreaks to have a timeline, as there was not one previously. Justin Dwyer and Wes Podbielski, Union representatives, was part of the drafting of the policy updates. The policy is still under the Administrator's discretion as to when a vaccine should be required regarding an outbreak and a vaccination record by a certain date. There is now a 10-day suspension without pay until appropriate vaccination series is completed or a risk of disease transmission due to the outbreak has passed. For non-compliant staff, this does call for their termination after the 10-day suspension. If this policy will be approved, this will go into effect tomorrow and the employees impacted will be notified tomorrow. Motion carried (7,0).

### **Item 11 – Miscellaneous**

Ms. Hendrickson stated the site review for reaccreditation, and they met 30 out of 31 measures they were assessed on. They PHAB board will meet on November 8<sup>th</sup> and will be notified within two weeks of reaccreditation. Ms. Hendrickson gave kudos to Ms. Ingold who led them through this process and coordinated responses.

### **Item 12 – Executive Session**

Mr. Duren made a motion to enter Executive Session. Motion was seconded by Mr. Webster. Motion carried (7,0).

**Item 13 - Adjournment**

Being no further business, a motion was made by Dr. Davis to adjourn the meeting. Motion was seconded by Mr. Webster. Motion carried (7,0).

Meeting adjourned at 7:39 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "MIKE Kennedy". The word "MIKE" is in all caps and a simple font, while "Kennedy" is in a cursive script.

Mike Kennedy, MSED  
Secretary

**BOARD OF HEALTH MEETING  
ATTENDANCE RECORD**

***MEETING DATE:*** November 15, 2021

= Members who attended

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Francesca Armmer, PhD     | <input checked="" type="checkbox"/> Michael Kennedy, MSEd      |
| <input type="checkbox"/> Betty Duncan                         | <input type="checkbox"/> Benjamin Brewer, MBA                  |
| <input checked="" type="checkbox"/> Karen Cadet-Saintilus, MD | <input checked="" type="checkbox"/> James Davis, DDS           |
| <input checked="" type="checkbox"/> Samuel T. Duren, BA       | <input checked="" type="checkbox"/> Aloysia Mitchell, MPA      |
| <input checked="" type="checkbox"/> Rahmat Na'Allah, MD, MPH  | <input checked="" type="checkbox"/> Sokonie Reed, DNP, MSN, RN |
| <input checked="" type="checkbox"/> Harreld Webster           |  |



# Peoria County Board Health Committee

## Emergency Management Agency Monthly Report – November 2021

### Significant Events (Incident Reports)

- COVID-19
  - Disaster Declaration Issued 03/18/20 and reauthorized monthly
  - COVID-19: Peoria Co./City of Peoria EOC Activation 03/04/2020
  - COVID-19: IDPH Local Health Dept. Check-in Webinar – weekly on Mondays
  - COVID-19: IDPH COVID in Schools Guidance Webinar – weekly on Tuesdays
  - COVID-19: IDPH LHD Office Hours – weekly on Wednesdays
  - COVID-19: IDPH Peoria Regional Weekly Webex – weekly on Fridays
  - COVID-19: IEMA Deputy Director Update Webinar – weekly on Fridays
  - COVID-19: IDPH Long-term Care and Congregate Residential Settings Webinar – weekly on Fridays
  - COVID-19: Peoria Co. Healthcare Preparedness Coalition Brief – 10/29/21, 11/19/21

### Meeting Attendance

- Peoria County TRIAD – 10/07/21
- Home for All General Membership Meeting – 10/12/21
- Tri-County Local Emergency Planning Committee (LEPC) – 10/19/21
- IDPH Public Health Emergency Preparedness Webinar – 10/19/21
- Peoria Co. Healthcare Preparedness Coalition – 10/26/21
- IEMA Region 6 Coordinator Meeting – 11/02/21
- Medical Reserve Corps Illinois (MRCIL) – 11/04/21

### Training

- PCCHD All Staff Training Day – 10/21/21

### Exercise

- Woodford Co. EMA Tabletop Exercise Planning Meeting – 10/13/21
- Farm Creek Dam Tabletop Exercise Participant – 10/13/21
- Woodford Co. EMA Hazmat Tabletop Exercise – 11/04/21

### Equipment Status

- Siren 1007 Elmwood – One bad speaker
- Siren 1017 Vorhees Rd. – replaced on bad speaker
- Siren 1019 Elmwood East – One bad speaker
- Siren 2007 Lake Camelot – One bad speaker
- Siren 2013 Hanna City-Murphy Rd – Lightning damage damaged multiple components
- Siren 2109 Kingston Mines – replaced one bad speaker

- Siren 3020 Hendrix Manor – replaced one bad speaker
- Siren 3024 Dickinson Cemetery Rd. – replaced one bad speaker
- Siren 4012 Bartonville FD – repaired bad amp

## Outreach

- Family Preparedness Presentation (East Bluff Community Center) – 10/30/21
- UICOMP Resident Virtual Presentation – 11/03/21

## Misc.

- FEMA Public Health Resource Typing Project Kick-off Meeting – 10/21/21
- County EMA/City OEM Strategic Plan
  - As a result of the City of Peoria no longer seeking IEMA Accreditation, County EMA takes on emergency management responsibilities within the City of Peoria and the following Goals are met:
    - Develop one emergency operations plan for County EMA and City OEM
    - Develop one emergency operations center for County EMA and City OEM
  - A comprehensive review of the County and City ordinances was conducted by the State's Attorney Office
    - EMA Team preparing draft ordinance revisions for State's Attorney review

## AGENDA BRIEFING

**COMMITTEE:** Health  
**MEETING DATE:** November 30, 2021

**LINE ITEM:** n/a  
**AMOUNT:** n/a

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**ISSUE:** Sustainability & Resource Conservation Update

Following are highlights of recent activities and upcoming events and projects

### Collections:

#### Electronics Collection

Limestone Township residents participated in a small electronics collection September 29<sup>th</sup>. This event, hosted in partnership with Peoria County yielded 5211 pounds.

The county has opted into CERA again requesting up to 4 single day collections and 1 permanent electronics collection site.

#### Cleanup event

West Laramie neighborhood cleanup was held October 9<sup>th</sup>. SRC helped with advertising this event though a double sided flyer sent to residents.

### Composting

- Working on an additional community partner sponsored Food Scrap kiosk location.
- Health Dept and JDC staff continue to use the program. Green CREW will work to increase participation by employees in food scrap composting .
- Peoria Heights food scrap collection kiosk granted through the county's rural recycling grant in November 2020 opened at the end of September. The program is being promoted and education delivered through the Heights water bills and direct emails to residents. Better Earth Logistics, Peoria Heights, and County staff are working to secure easy access starter kits and refill bags for use at the compost kiosk.
- Staff is expanding collaboration with Tazewell County Health Department's Green Initiatives team on composting, food preservation, and recycling projects.

### Education

- **Tri-County Green Heroes**

Peoria County SRC partners with WMBD, Tazewell and Woodford county health departments for Tri-County Green Hero. This program recognizes businesses or organizations that are committed to conserving resources through composting, recycling, local sourcing, and employee education. Businesses can be nominated through [www.HealthyHOI.org](http://www.HealthyHOI.org)

There were no nominees this month

#### Recycling Campaign

An ongoing Facebook campaign entitled "Sustainability Sunday" features educational tips for residents.

## Landfill Committee

- Receipts have been steadily declining the past few years, a dip in receipts occurred in the Spring, with rebound to regular levels throughout Summer and Fall.
- 2022 landfill budget was proposed at November 18 meeting. Discussion and action on budget will occur at next meeting.
- The next Peoria City County Landfill Committee is scheduled for December 8th at 3:00pm
- Agendas/documents can be found at [www.peoriagov.org/boards-commissions/](http://www.peoriagov.org/boards-commissions/) Select Solid Waste Disposal Committee (Landfill)

## Regional Food Council

- Regional Food Council of Central Illinois meetings are on hold and members continue to support the work of partner agencies.
- Building out guides and information on the resource library for food system stakeholders.
- Staff will continue to serve on the council, update Facebook page and host monthly webinars with local food system stakeholders.

## Sustainability Update

- Sustainability team is meeting quarterly to review efforts in outlined in the Sustainability plan.
- Updates on County operations/facilities:
  - Jail facilities staff have nearly completed installation of 4' LED bulbs. Courthouse facilities staff are installing one floor at a time 4943 4' LED bulbs and have reached approximately 75% of installation.
  - A Competitive Large Incentive Project (CLIP) application was submitted for Jail projects September 30<sup>th</sup>.

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## COUNTY BOARD GOALS:



**HEALTHY VIBRANT COMMUNITIES**

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**PREPARED BY** Becca Cottrell  
**DATE:** November 19, 2021

**DEPARTMENT:** Sustainability & Resource Conservation

November 23, 2021

**For the Nov. 30<sup>th</sup> Committee Meeting, Farnsworth Group and River City will present an assessment of the existing Health Department and Coroner's Office buildings.**

#### **EXISTING BUILDING ASSESSMENT - EXECUTIVE SUMMARY**

Farnsworth group and River City studied the existing facilities: How they are used now, their existing condition, structure, and building systems. Farnsworth met with the staff at the Health Department, the Coroner, the Election Commission Office, and the Regional Office of Education to develop a program of needs for each facility.

The following summarizes the assessment for each building as it relates to the challenges of remodel with regard to the programming needs of each organization.

#### **Health Department Building(s) Assessment**

The building has several inherent deficiencies that make renovation and addition to the existing building difficult, expensive, and likely to compromise efficiency and effectiveness in the future:

- The Current Health Department Building is undersized for the programming needs.
- Major renovation will cause a number of code compliance issues that will be difficult and expensive to meet: ADA Accessibility, Energy Efficiency, Ventilation, and Sprinkler System.
- Reuse of the existing Building would require several construction phases, increasing cost and timeline and would be extremely disruptive to current operations.
- Renovation costs will be exacerbated by asbestos abatement in an operational facility.
- Constraints due to the structure and construction of the facility compromise the capacity, efficient use and arrangement, and connectivity within the space.
- The building currently has multiple independent mechanical systems and is not designed for distribution of a larger more efficient system.

**Recommendation:** We recommend not remodeling the existing Peoria County/ City Health Department.

### **Coroner's Office Building Assessment**

The building has several inherent deficiencies that make renovation and addition to the existing building difficult, expensive, and likely to compromise efficiency and effectiveness in the future:

- Phasing of construction is not feasible. Remodeling the facility would require that an alternative location be found for autopsies, as the morgue must remain operational, storage of remains, and the coroner's offices during construction.
- Major renovation will cause a number of code compliance issues that will be difficult and expensive to meet: Energy Efficiency, Ventilation, and Sprinkler System.
- An enclosed sally port is highly recommended for safety and security.
- Current cooler capacity is inefficient and has limited space in which it needs to double in size.
- The arrangement of the current space and the structure make this facility impossible to accommodate the departments needs appropriately.
- The original design of the building as a juvenile detention center creates a windowless interior with the cells at the perimeter resulting in unprogrammable excess space.
- The placement of the autopsy suite directly off the main lobby creates an environment where public in lobby can hear tools being used and cannot be avoided by clinical staff.
- The building is not designed for negative air pressure and when decomposed remains are present odors permeate the entire structure.

**Recommendation:** We recommend not remodeling the existing Coroner's Office.

### **Regional Office of Education (ROE) Recommendation:**

After visiting with the ROE and establishing their programming needs, it has been determined the offices and preschool will likely co-locate with the Health Department, but the Regional Learning Center will remain in its current location.

### **Election Commission Recommendation:**

After visiting the Election Commission and reviewed their programming needs, it has been determined it will remain in its current location.