

Agenda: Board of Health Meeting

Time: 6:00 PM

Day/Date Tuesday, March 21, 2023

Place: MCH Classroom, Vermilion County Health Department, 200 S. College St. Danville, IL

Bold Print Indicates Action Item

1. Call to Order/Introductions
2. **Approval of Agenda**
3. Audience Comments
4. **Approval of the Meeting Minutes of January 30, 2023**
5. **Fiscal Status**
 - A. **Budget and Expenditure Report for January and February 2023**
 - B. State and federal grant updates
 - C. County fiscal update
6. Old Business
 - A. Program updates
 1. Immunizations/Communicable Disease
 2. WIC
 3. Emergency Preparedness
 4. Environmental Health
 5. Administrator
7. New Business
 - A. **Executive Session: Pursuant to the Illinois Open Meeting Act, Illinois Compiled Statutes 5 ILCS 120/2 (c) (1), “the appointment, employment, compensation, discipline, performance evaluation or dismissal of specific employees of the public body.....”**
 - B. Acceptance of Annual Report
 - C. **Administrative Assessment**
 1. **HIPAA**
 2. **PHA evaluation**
 3. **REHS/RS examination**
 4. **Administrative Policy Statement**
 5. **VCHD Organizational Chart**
 6. **Revised job descriptions**
 - a. **WIC Coordinator**
 - b. **Director of Community Health Services**
 - c. **PHA**
 - d. **Director of Environmental Health**
 - e. **Financial Director**
 - f. **HIPAA Privacy Officer/Records-Inv./Ins. Billing Manager**
 - g. **Community Health Educator**
 - h. **Account Clerk II – CD/Immunizations**

8. Items of Information
 - A. Report on Recent Site Visits, Evaluations, Audits and Certifications
 - B. Staffing
 - C. Next Meeting May 16, 2023

9. Adjournment

NEXT MEETING: May 16, 2023