

Vermilion County Health Department Board of Health  
Tuesday, May 16, 2023 at 6:00 p.m.  
200 S. College St., Danville, IL, Conference Room

## Agenda

1. Call to Order/Introductions
2. Approval of Agenda
3. Audience Comments
4. Approval of Meeting Minutes of March 21, 2023
5. Fiscal Status
  - a. Approval of Budget and Expenditure Report for March and April 2023
  - b. State and federal grant updates
  - c. County fiscal update
6. Executive Session: Pursuant to the Illinois Open Meetings Act, Illinois Compiles Statutes 5 ILCS 120/2 (c)(1), the appointment, employment, compensation of the public health administrator of the Vermilion County Health Department
7. Call for resolution (see attached) to appoint and employ and set compensation for the Public Health Administrator for Vermilion County under 55 ILCS 5/5-25023(A)(10), and set appropriate compensation
8. Approval of Board of Health Bylaws update
9. Program Updates
  - A. Immunizations/Communicable Disease
  - B. WIC
  - C. Emergency Preparedness
  - D. Environmental Health
  - E. Administrator
10. Items of Information
  - A. County Health Rankings
  - B. Staffing
  - C. Next meeting June 20, 2023
11. Adjournment

## **RESOLUTION**

### **RE: Appointment of Public Health Administrator**

**WHEREAS**, the Board of Health is tasked by Illinois statutes, 55 ILCS 5/5-25013(A)(10), with the opportunity to appoint the Vermilion County Public Health Administrator for the Vermilion County Health Department; and,

**WHEREAS**, the Board of Health having conducted a search for, and review of, applicants for the position of Public Health Administrator, has decided to appoint Jana Messmore, the current interim Administrator, as the permanent, full-time Public Health Administrator and Jana Messmore has indicated a willingness to accept such appointment; and,

**WHEREAS**, the Board of Health, having duly considered all statutory and other requirements of the law, the qualifications of the proposed Administrator, and other matters of record, now does appoint Jana Messmore as Public Health Administrator of the Vermilion County Health Department effective as of May 16, 2023, and does now also endorse and validate any actions taken from such point and going forward, as being done under the authority and direction of the Board of Health and necessary for the provision of public health services under the statute, and required for continued operation as a certified Public Health Department, and pursuant to statute sets such compensation as salary as set out in the required personnel forms for the position of Public Health Administrator, paid according to normal payroll schedules; and,

**WHEREAS**, the Board directs that the President of the Board and such other personnel from the Health Department or County Board Office as the case may be, take such other or necessary steps to notify the State of Illinois and all other required parties of this appointment and complete any paperwork or certifications as may be required to accomplish this appointment, if any there be.

**NOW, THEREFORE BE IT RESOLVED** by the Vermilion County Board of Health that Jana Messmore is appointed Public Health Administrator for the Vermilion County Health Department, with all statutory and regulatory authority as permitted and required by law, all as set out above and incorporated herein by reference, effective May 16, 2023, and directs that such appointment be filed with the County Clerk and such other authorities as may be required.

**PRESENTED, APPROVED AND RESOLVED** by the Vermilion County Board of Health, at the May 16, 2023 A.D. meeting.

DATED this 16<sup>th</sup> day of May 2023 A.D.

AYE\_\_\_\_\_ NAY\_\_\_\_\_ ABSENT\_\_\_\_\_

\_\_\_\_\_  
President  
Vermilion County Board of Health

ATTEST:

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Secretary of the Vermilion County Board of Health