



KENDALL COUNTY BOARD OF HEALTH

JANUARY 20, 2026 – BOARD ROOM

I. CALL TO ORDER

Ms. Kelly called the meeting to order at 6:06 PM.

II. ROLL CALL

Members Present: Dr. Julie Conlin, Lynn Cullick, Jordan Gash, Dr. Karin Gustafson, Karen Kelly, Megan Konicek, & Bobby Richardson.

Members Absent: Macey Brooks, Dr. John Gleason, Jay DeMarco, & Brooke Shanley.

Staff Present: RaeAnn VanGundy, Executive Director/Public Health Administrator; Rachael Hendrickson, Assistant Executive Director; Kristen Orr, Executive Assistant.

Guests: None

*A quorum was declared by roll call.

III. APPROVAL OF AGENDA

The board had no comments.

Dr. Conlin moved to approve the agenda as presented. Ms. Cullick seconded the motion. The motion was approved unanimously by voice vote.

IV. APPROVAL OF 11/18/2025 REGULAR MINUTES

The board had no comments.

Mr. Gash moved to approve the November 18, 2025, regular minutes as presented. Dr. Gustafson seconded the motion. The motion was approved unanimously by voice vote.

V. INTRODUCTION OF GUESTS & VISITORS / PUBLIC COMMENT

None.

VI. EXECUTIVE DIRECTOR COMMENTS

Ms. VanGundy expressed appreciation to Dr. Gustafson for her years of service on the Board of Health as she prepares to retire from her role.

Ms. VanGundy noted that she and department directors received staff messages of gratitude regarding discretionary bonuses and salary adjustments. These messages were shared with the board.

Ms. VanGundy presented a medication lock box to board members, explaining that the department received 16 boxes, which will be distributed to vetted clients through Mental/Behavioral Health staff. Each box includes KCHD resource materials.

Ms. VanGundy reminded members that the Community Health Summit Breakfast will be held on
Kendall County Board of Health



January 29th as the final component of the IPLAN assessment cycle. Data from the Community Partner Assessment, Community Context Assessment, and other local health indicators will be shared to help determine the top three health priorities for the next five years.

Ms. VanGundy reported that Behavioral/Mental Health conducted 111 victim-sensitive interviews in 2025, consistent with typical annual activity.

Ms. VanGundy also highlighted the ongoing efforts of the Communicable Disease team during a busy season and provided an example of the preliminary guidance email sent to long-term care facilities during outbreaks, followed by additional communication to support contact tracing.

Ms. VanGundy announced that Katy Williams, Fiscal Director, has resigned and will remain with the department until March 13th. Board members were encouraged to share the job posting with qualified candidates to support recruitment for the position.

VII. BOARD COMMITTEE & ADVISORY BOARD REPORTS

A. Finance Committee Meeting

1. Approve Vouchers: November \$312,378.06
2. Approve Vouchers: December \$182,288.89

Ms. Cullick moved to approve the November vouchers in the amount totaling \$312,378.06. Ms. Konicek seconded the motion. The motion was approved unanimously by roll call vote.

Ms. Kelly moved to approve the December vouchers in the amount totaling \$182,288.89. Ms. Cullick seconded the motion. The motion was approved unanimously by roll call vote.

3. Approve Finance Committee Meeting Minutes: 01/14/2026

Dr. Conlin provided an overview of the January 2026 Finance Committee Meeting.

Dr. Conlin moved to approve the 01/14/2026 Finance Committee Meeting Minutes as presented. Dr. Gustafson seconded the motion. The motion was approved unanimously by voice vote.

B. Accept Board Minutes:

1. Environmental Health Advisory Board Minutes, 09/09/2025

Ms. Cullick moved to accept the 09/09/2025 Environmental Health Advisory Board Meeting Minutes as presented. Dr. Conlin seconded the motion. The motion was approved unanimously by voice vote.

VIII. NEW BUSINESS

A. CARF Accreditation Summary

Ms. VanGundy drew the board's attention to the CARF letter confirming the department's



three-year re-certification. She noted that KCHD received a few recommendations from the surveyors, and staff will meet next week to review them and develop an action plan to ensure full compliance in the next accreditation cycle. She emphasized that these recommendations represent opportunities for ongoing departmental improvement.

B. Legislative Advocacy 2026

Ms. VanGundy briefed the board on the Northern Illinois Public Health Consortium (NIPHC) legislative advocacy flyer, noting that it will be shared with state representatives to advocate for the local health protection grant. She reported that Rep. Jed Davis has been contacted to garner support and a response is pending. Toni Preckwinkle of the Cook County Board has identified this funding as a budget priority. The grant supports essential services, including food safety, water quality, and communicable disease response. At the time of the meeting, the proposal had not yet been assigned a bill number or sponsor, and KCHD is awaiting further updates.

C. BOH Self-Evaluation

Ms. VanGundy thanked the board members for completing a digital self-evaluation survey in advance of the meeting to support discussion of the results. Members expressed appreciation for the survey's format and questions, noting that it encouraged genuine and honest feedback. The board scored itself in the areas of Board Composition and Leadership, Board Committees, Board Meetings, Overall Engagement of the Board, and Individual and Self-Assessment. Ms. VanGundy reviewed the submitted responses, and Ms. Kelly led a discussion on prominent themes.

IX. OLD BUSINESS

None.

X. ITEMS FOR BOARD DISCUSSION

A. IDPH New Laws Impacting Public Health to take Effect in 2026

Ms. VanGundy directed the board's attention to a flyer outlining new public health laws taking effect in 2026, noting that the department will closely monitor any provisions that directly impact KCHD operations.

B. Groot Recycling Center Visit

Ms. VanGundy shared her experience visiting the Groot Recycling facility in Plainfield, IL, noting that the state-of-the-art operation performs an impressive and highly efficient collection and sorting of recyclables.

C. Community Health Services – Germ Gazette

Ms. VanGundy shared the flyer developed by the Communicable Disease Team, which will be distributed quarterly to schools in Kendall County to support ongoing public health communication.

D. Article: *Kendall County warming centers for those in need during cold blast*

E. Article: *Kendall County Health Dept.: Know the symptoms of these respiratory viruses*



F. Article: *Health Department offers flu prevention tips*

Ms. Orr reported that recent articles from local news outlets are drawn directly or indirectly from the department's social media posts. She noted that this extended reach is encouraging and aligns with a broader trend observed by other local health departments, with news outlets increasingly using public health social media content to develop their reporting.

XI. EXECUTIVE SESSION

None.

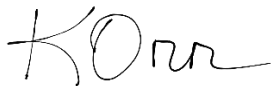
XII. BOARD MEMBER ANNOUNCEMENTS/UPDATES

Ms. VanGundy and Mr. Richardson highlighted the importance of supporting the upcoming Polar Plunge, encouraging participation either by joining a team or contributing financially, as all funds benefit Special Olympics athletes in Illinois. Mr. Richardson also announced two related fundraising events: a fundraiser at Fox Republic Brewing on January 31st and a Pancake Breakfast at the Yorkville Moose Lodge.

XIII. ADJOURNMENT

Mr. Richardson moved to adjourn the meeting at 7:20 PM. Ms. Cullick seconded the motion. The motion was approved unanimously by voice vote. The next meeting is February 17, 2026, at 6:00 PM.

Submitted by:



Kristen Orr, Executive Assistant

