



**I. CALL TO ORDER**

Dr. Gleason called the meeting to order at 8:06 am.

**Members present:** Macey Brooks, Dr. Julie Conlin, Jay DeMarco, Dr. John Gleason, Karen Kelly, & Brooke Shanley.

**Members absent:** NONE

**Staff present:** RaeAnn VanGundy, Executive Director/Public Health Administrator; Katy Williams, Director of Finance; and Kristen Orr, Executive Assistant.

**Guests:** None

\*A quorum was declared by roll call.

**II. INTRODUCTION OF VISITORS & PUBLIC COMMENT**

NONE

**III. EXECUTIVE DIRECTOR COMMENTS**

Ms. VanGundy shared that the health department received the County's 708 grant award letter. Funds will continue to offset counseling fees and previously supported the Community Crisis Clinician position. With local law enforcement now hiring their own police social workers, the position has been closed. A portion of the funds may support restarting the Substance Abuse Program.

Ms. VanGundy announced that the Community Services Block Grant provided a modification of funds to sustain Community Action Services through the end of the program year.

Ms. VanGundy noted the County audit will begin soon. An audit meeting is scheduled next week to prepare preliminary information.

Ms. VanGundy reported that Katy Williams, our Finance Director, has submitted her resignation and will remain in her current position for eight weeks. BOH members are encouraged to refer qualified candidates once the employment application becomes available.

**IV. VOUCHERS – REVIEW & APPROVE**

Ms. Williams reported that the Community Action Services DCEO Grant refund resulted from a scholarship recipient not utilizing the awarded funds.

The board had no additional questions or comments regarding the vouchers.

Ms. Shanley moved to send the November vouchers to the Board of Health for approval. Dr Conlin seconded the motion. The motion was approved unanimously by roll call vote.

Mr. DeMarco moved to send the December vouchers to the Board of Health for approval. Ms. Shanley seconded the motion. The motion was approved unanimously by roll call vote.

## V. FINANCIAL REPORTS

Ms. Williams directed the board's attention to the Financial Reports through December 2025.

Notable items in revenues include: Line 42510 – Behavior Health Counseling Fees, insurance reimbursement; Line 41700 – Miscellaneous Income, Share Your Blessings donation.

Notable items in expenditures include: Lines 51350-51390 – Salaries, reflects the 3.5% increase; Lines 61160-61450 – Fringe Benefits, reflects the benefits cost for December; Line 65610 – Advertisements, the cost of Indeed.

Ms. Williams reported that the FY2026 Public Health Emergency Fund maintains approximately eight months' worth of operational reserves, providing a stable financial buffer for potential public health contingencies.

Ms. Williams reported that there were no expenditures from the Homeless Pads account during December 2025.

Dr. Conlin moved to send the December Financial Reports to the Board of Health for approval. Dr Gleason seconded the motion. The motion was approved unanimously by voice vote.

## VI. FISCAL AUDIT REVIEW REPORTS

NONE.

## VII. EXECUTIVE SESSION – OPEN MEETINGS ACT (5 ILCS 120/2) SECTION 2 C ITEM (1) “THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY”

NONE.

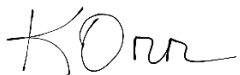
## VIII. OTHER/COMMENTS

A brief discussion addressed the rationale behind accepting or declining available grant funds, focusing on organizational priorities and potential implications for future initiatives.

## X. ADJOURNMENT

Dr. Conlin moved to adjourn the meeting at 8:31 am. Dr. Gleason seconded the motion. The motion was approved unanimously by voice vote. The next meeting is on February 11, 2026, at 8:00 am.

Submitted by:



Kristen Orr  
Executive Assistant