



**I. CALL TO ORDER**

Ms. Shanahan called the meeting to order at 8:02 a.m.

Members present: Dr. Julie Conlin, Karen Kelly, Dr. John Gleason, Gabriella Shanahan, and Brooke Shanley.

Members absent: Jay DeMarco.

Staff present: RaeAnn VanGundy, Arissa Hunt, Katy Williams.

Visitors: None.

**II. PUBLIC COMMENT**

None.

**III. EXECUTIVE DIRECTOR COMMENTS**

Ms. VanGundy shared that staff will meet with Kate from Mack and Associates for the County Audit preliminary review today. Hopefully, the audit will be completed by February or March.

Ms. VanGundy stated that Governor Pritzker will present the State of the State Budget Address on February 11<sup>th</sup>. 2025 may be a year of big cuts.

Ms. VanGundy shared that she is part of the Age Guide Advisory Council. With some restructuring of committee, she was asked to be on their Finance Committee, which should prove to be a learning opportunity.

**IV. REVIEW & APPROVAL OF VOUCHERS**

Vouchers for November and December were reviewed. There was one question regarding a voided Ameren voucher was asked, it was reissued in December.

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

**V. BEHAVIORAL HEALTH FEE SCHEDULE UPDATE**

Ms. Williams explained changes to the Behavioral Health Fee Schedule. Language was added to Eldercare services – “except home visits” as fees are not collected at home visits. Language was added to No Show Fees to clarify “Unexcused” No Show Fees. The cost for Anger Evaluations and DUI Evaluation Updates were decreased to match the going rate. Online payment options were added along with cash for Evaluations. Four new services were added – youth and adult substance abuse and mental health evaluations. These services are being requested by the court for us to do. Three services were removed. Early intervention was modified into two session charges – 30 and 60 minutes. These changes, once approved, would go into effect on February 1<sup>st</sup>, 2024.

Dr. Gleason moved to send the Behavioral Health Fee Schedule to Board of Health for approval. Ms. Shanley seconded the motion. The motion approved unanimously by roll call vote.

**VI. FISCAL POLICY REVIEW/UPDATE**

Ms. Williams explained changes to the Fiscal Policy. The Fiscal Policy and the Fiscal Procedures are being merged after a request was made during an audit.

Ms. Shanely moved to send the Fiscal Policy to Board of Health for approval. Dr. Conlin seconded the motion. The motion approved unanimously by roll call vote.

## **VII. REVIEW FINANCIAL REPORTS**

Ms. Williams distributed copies of the 12/01/2023 Financial Report. Many expenses will be shifted to FY23. Notable items include: Line 20 – Interest – interest from PIPP bank account added; Line 290 – COVID Grants – received reimbursement, will be shifted to FY23; Lines 400-440 – Salaries – the first paycheck of FY24 had 9 of 10 days in FY23.

The Public Health Emergency Fund balance was reviewed. The Emergency Fund ended fiscal year 2023 spot on at a six month reserve.

The Homeless Prevention account has had limited activity. This is mostly in part to the significant increase in funding for homeless prevention this year. Any expenses spent from the PADS account aren't eligible under the Homeless Prevention grant.

## **VIII. FISCAL AUDIT REVIEW REPORTS**

Ms. Williams shared that the Fiscal Audit Review had no findings or suggestions, covering Family Case Management, Women, Infants, and Children, and Outpatient Fitness Restoration programs. The FAR tends to be an intense audit.

Ms. VanGundy stated that the County Audit is beginning, as preliminary documents have already been sent and there is a meeting today with the auditor.

## **IX. 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.

## **X. OTHER/COMMENTS**

None.

## **XI. ADJOURNMENT**

Dr. Conlin moved to adjourn the meeting at 9:00 a.m. Dr. Gleason seconded the motion. The motion approved unanimously by voice vote. The next meeting will be February 14, 2024 at 8:00 am.

Submitted by:



Arissa Hunt  
Executive Assistant