BOARD OF HEALTH COMMISSION

MEETING MINUTES

October 27, 2022, 6:00 PM

Conducted Remotely

Commissioners Present: Noel Chavez (Chair), Judy Carter, Suzanne Feeney

Commissioners Excused: Jennifer Fritz, Abigail Silva, Susan Buchanan (Trustee Liaison)

Staff Present: Vanessa de la Mora, Cindy Hansen, Sara Semelka

**Call to order.** Dr. Chavez called the meeting to order at 6:01 pm.

**Agenda approval.** A quorum was not reached so the agenda was not presented for approval.

**Minutes approval.** A quorum was not reached so the September 29, 2022 minutes will be tabled until the November meeting.

**Public comment.** No public comments were submitted for this meeting.

**Old Business.**

**Staffing update.** Ms. Semelka said the open positions are sanitarian and emergency preparedness coordinator. Chair Chavez noted there have been three coordinators in the past 18 months which is a concern that should be looked into. Ms. Semelka responded that a discussion can be had when Dr. Chapple returns. The department is required to keep the position and it is a unique role and skill set.

**Open positions on the commission.** Chair Chavez said the positions are still open and she has not heard from the Village Clerk.There is at least one position, possibly two if an official resignation is received from former Commissioner Lacey.The process is moving slowly and is handled by the Clerk’s Office, who has many other positions to fill on other commissions.

**COVID-19 vaccinations.** Ms. Semelka reported that the health department continues to host weekly vaccination clinics at Cheney Mansion and weekly homebound visits. The clinics are funded by an IDPH grant ending December 31 so the last clinic will be held December 13. A budget request has been submitted to the Board of Trustees to continue hosting clinics in the new year.

**Revised IPLAN.** Ms. Semelka reported that the IPLAN was presented to the Board of Trustees October 17. They had a good discussion and requested more specifics to strategies around access to reproductive health care and gun violence. Those changes will be made and the revised IPLAN will be put on the consent agenda for the November 7 Board of Trustees meeting. The revised IPLAN will be brought to the next Board of Health Commission meeting for approval.

Chair Chavez noted the large amount of data prevented everything from being included. She was impressed the Trustees had read the IPLAN and were familiar with it. Commissioner Feeney welcomes comments from the Trustees and added that what was included in the IPLAN was based on the community meetings and subgroups. She suggested that Trustees be communicated with along the way next time so they are part of the process.

Ms. Semelka affirmed a collaborative process determined what was included in the IPLAN and agreed that the Trustees can be involved earlier next time. The health department does not have to do everything in the IPLAN and it can do things that are not included. It is a roadmap for the entire community. The consultant has been appropriately thanked and enjoyed working with us.

**New Business.**

**2023 Draft Work Plan.** Ms. Semelka led commissioners through the 2022 work plan to make updates and create a draft 2023 work plan. She suggested the commission refer back to the work plan quarterly and make it part of the commission’s regular meetings.

**Adjourn.** Commissioner Carter moved to adjourn; seconded by Commissioner Feeney. All commissioners present voted in favor. Dr. Chavez adjourned the meeting at 7:08 pm.