



McHenry County  
Board of Health - Regular Meeting  
MINUTES

July 15, 2024, 6:30 PM  
County Board Conference Room  
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Members Present: Cindy Gaffney, Pamela Althoff, Cecilia Carman, Joseph Clarke, Sarah Clarke, Melissa Katz, Kristen Maguire, Kyle Marcussen, Juliana Morawski, Guadalupe Ortiz

Members Absent: Barbara Amsler

Full comments on all agenda items are included in the video recording of this meeting.

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1. CALL TO ORDER

The meeting was called to order by Joseph Clarke at 6:32 PM.

Also present: Melissa Adamson, Public Health Administrator; Anne Marrin, Planning & Operations Director; Patricia Nomm, Director of Environmental Health; Susan Karras, Director of Nursing; Maryellen Howell, Veterinary Division Director; Karin Dietz, Fiscal Operations Manager, Meaghan Haak; Director of Nursing-Community Health, and Dr. Tommaso

2. PUBLIC COMMENT

NONE

3. MINUTES APPROVAL

3.1 Special Meeting-June 17, 2024

Mover: Cecilia Carman  
Second: Juliana Morawski

Approved by Voice

3.2 Regular Meeting-June 17, 2024

Mover: Cecilia Carman  
Second: Kristen Maguire

Approved by Voice

#### 4. DEPARTMENT & DIVISION UPDATES

Ms. Adamson stated Meaghan Haak is now the Director of Community Health. A dentist is being appointed to serve on the Board of Health.

Director Nomm stated that the Environmental Health Division was able to complete several projects with the additional Local Health Protection Grant dollars such as the completion of all ordinances professionally translated into Spanish. In addition, some targeted documents in multiple program areas were also translated to multiple languages. They are working on a joint project with communicable disease where food thermometers are purchased to do educational programming with our food pantries.

Director Karras said the Illinois Disease Surveillance System has been launched for TB & STDs which is a user-friendly reporting system. The mobile clinic is anticipated to arrive the first part of August.

Director Howell said Animal Control is working on a few changes to ordinances including cleaning up language and reviewing recommendations from the States Attorney's office. The end of June, Animal Control had 24 dogs. Animal Control has 32 kennels and as of Friday, they had 31 dogs. Animal Control has lowered adoption fees through the end of July. Dogs over 6 months are \$60. Dogs under 6 months are \$75. Cats over 6 months are \$40. Cats under 6 months are \$50. The Clear the Shelter event is at the end of August and there is no adoption fee that day.

Director Marrin said succession planning training for staff is on Thursday and Friday. Staff is meeting with Kluber Architects + Engineers at the Crystal Lake facility to be sure electrical, HVAC, etc. are in necessary places.

Director Haak said diabetes classes participant rate is up 25% so far this year and 37% of the participants are Spanish speaking. Wellness participation numbers have doubled from this time, last year. The goal is to have the ARPA grant contracts ready for the recipients by the end of the month.

Manager Dietz stated fiscal is finishing up year-end grant reports and preparing budget documents for directors.

Dr. Tommaso said Illinois Legislature signed a new law called the Health Care Protection Act, which prohibits step therapy and requirements for mental health treatment at participating hospitals.

#### 5. COMMITTEE UPDATES

#### 6. CONSENT AGENDA

**Mover:** Kyle Marcussen

**Second:** Cindy Gaffney

**Approved**

##### 6.1 Department 24 - Tuberculosis

6.1.a Disbursements

6.1.b Income & Expenses

6.1.c TB Report

##### 6.2 Department 51 - Health

6.2.a Disbursements

6.2.b Income & Expenses

6.2.c ADM Report

##### 6.3 Contracts & Agreements - Renewals

- 6.3.a Department of Human Services-2025 Farmers Market
- 6.3.b MOU-Harvard Community Senior Center-Cultivating Health Ministries
- 6.3.c MOU-Mercy Health Chest X-Rays for TB Diagnosis

**7. NEW AND UNFINISHED BUSINESS**

7.1 Strategic Plan Progress Report

Director Marrin reviewed the Strategic Plan Report for 2024.

**Mover:** Kyle Marcussen  
**Seconded:** Cindy Gaffney

**Approved by Voice**

7.2 Finding of Fact & Recommendation to Full Board

Ms. Gaffney said the Hearing Committee met on Wednesday, July 3, 2024, to hear an appeal of the Public Health Administrator’s decision to deny the variance requested under Permit # 24-0017, 115 Eastgate Drive in Algonquin (Algonquin Area Public Library District). The Algonquin Area Public Library District applied for a permit to install ten, 500 foot, closed loop geothermal wells with an approximate setback of 23 feet from an existing class V injection well. The Hearing Committee heard the appeal and staff’s reasons for recommending denial of the variance. The Committee recommended that the full Board of Health uphold the Public Health Administrator’s decision to deny the variance.

**Mover:** Cindy Gaffney  
**Seconded:** Kyle Marcussen

**Approved**

**8. BOARD ISSUES**

Mr. Clarke said County Administration is not proceeding with the amended bylaws.

**9. INFORMATION AND COMMUNICATIONS**

**10. EXECUTIVE SESSION (AS NECESSARY)**

Motion made by Kyle Marcussen, seconded by Cindy Gaffney to enter into Executive Session at 7:25 PM. Motion passed unanimously with a voice vote.

10.1 Approval of Executive Session Minutes June 17, 2024

Motion made by Cecilia Carman, seconded by Guadalupe Ortiz to approve previous executive session minutes.

10.2 Personnel-5 ILCS 120/2 (C)(1)

**11. APPENDIX**

- 11.1 Media Appendix/Webstat
- 11.2 ENV Well/Septic Report
- 11.3 ENV Lab Report
- 11.4 PHN Reports

11.5 VPH Reports

11.6 Epidemiology Intern Thank You Card

## **12. ADJOURNMENT**

Motion to exit Executive Session and enter back into Regular Session made by Pamela Althoff, seconded by Kyle Marcussen at 8:02 PM.

Motion to adjourn made by Cindy Gafney, seconded by Kyle Marcussen at 8:04 PM. Motion passed unanimously with a voice vote.