



Public Health
Present. Promote. Protect.

AGENDA

Livingston County Public Health Department
Board of Health
BOH December Meeting
Monday, December 17, 2025, 6:00 pm- 8:00 pm
LCHD Conference Room

- I. Call to Order
- II. Approval of September Meeting Minutes - [Action]

[BoH MINUTES September 2025.docx](#)

- III. Election of Officers - [Action]

- IV. Reports

- A. Administrative Report

- [FY25 Q4 Administrative Report.docx](#)

- B. Nursing Report / Clia Report

- [Nursing Report December 2025.pdf](#)

- C. Environmental Health Report

- [EH Report.pdf](#)

- D. Advisory Board Reports

1. HFI Advisory Board

- [Advisory Board HFI.pdf](#)

2. CCU Advisory Board

- [CCU Advisory Board Meeting Minutes_11.12.2025.docx](#)

- E. Quarterly Financial Reports - [Action]

1. Public Health

- [FY25 PH 4th Qtr and Annual.pdf](#)

2. Wellness

[FY25 Wellness 4th Qtr and Annual.pdf](#)

3. Kohrt Memorial Fund

[FY25 Kohrt Qtr 4 and Annual.pdf](#)

4. Donations and Cancer Fund

[FY25 Cancer 4th Qtr and Annual.pdf](#)

V. Old Business

VI. New Business

A. Certification/Appointment of Physicians for Public Health - ACTION

Appointment of John M. Rinker, MD and Rachel Wenger, MD as the physicians for LCHD.

B. Grant Approval

1. Illinois Vaccine Access Program (\$20,000)

C. Fee Schedule - [Action]

[Fee Schedule.pdf](#)

D. FOIA Annual Summary

[FOIA Annual Summary 2025.docx](#)

E. HIPAA Risk Analysis

[Risk Security Analysis 2025](#)

F. Policy Review

1. HIPAA Privacy and Security

No changes to report

2. Freedom of Information Act

No changes to report

3. Local Record Retention - [Action]

[Record of Retention 2025.pdf](#)

4. Fiscal Policies - [Action]

[FISCAL December 2025.docx](#)

5. LCHD Personnel Policies Addendum - [Action]

- i. **Adoption of LCHD Four Day Work Week Policy & Removal of LCHD Flex Time Policy**

[Four Day Work Week Policy.docx](#)

G. Staff Raises & Mileage Reimbursement Rate - FYI Only

1. 3% COLA for all county employees approved by County Board for FY26
2. FY26 federal mileage reimbursement rate will be maintained from FY25 at \$.70 per mile.

VII. Other

A. FY26 Board of Health Meeting Dates - [Action]

March 16, 2026

June 15, 2026

September 21, 2026

December 21, 2026

B. FY26 Holiday Schedule

FYI only - approved by County Board

[Holiday Schedule 2026.pdf](#)

C. Program Statistics

[Quarterly Stats 2025.pdf](#)

D. Staff Activity Report

[Activity Report 4th Qtr.pdf](#)

VIII. Adjourn - Action