

**WILL COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH  
SELECTION COMMITTEE  
REGULAR MEETING MINUTES  
NOVEMBER 15, 2022**

The Selection Committee held a meeting at the Will County Health Department, 501 Ella Avenue, Joliet, IL, Conference Room 1005A was called to order at 3:00 p.m., Dr. Terrell, President presiding.

**ROLL CALL/ QUORUM PRESENT**

**MEMBERS PRESENT**

Billie Terrell, PhD., ACSW, President  
Nanci Reiland, DNP, Vice President  
Gary Lipinski, M.D.  
Teena Mackey  
Margaret Tyson  
Allision Gunnink, MBA, MT-BC

**MEMBERS ABSENT**

Chief Paul Hertzmann, Secretary

**STAFF PRESENT**

Stacey Knack, Director of Human Resources  
Stephanie Baskin Executive Assistant, Administration  
Magda Lara, RN, Family Health Services, AFSCME Local 1028 Vice-President

**OTHERS PRESENT**

Dan McGrath, Assistant State's Attorney

**PLEDGE OF ALLEGIANCE**

**PRESIDENT'S COMMENTS**

Dr. Terrell welcomed everyone to the meeting.

**PUBLIC COMMENTS FOR AGENDA ITEMS ONLY – NONE**

**OLD BUSINESS – NONE**

**NEW BUSINESS**

**SELECTION OF INTERVIEW TEAM**

Dr. Terrell suggested one–additional Committee member be part of the Executive Director interview process. Members of the Committee decided who the additional interviewer would be in addition to Dr. Terrell. Ms. Mackey was chosen to be the other interviewer. The Selection Committee approves the Interview team to consist of Dr. Terrell, Ms. Mackey, and Ms. Knack.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ms. Tyson
<b>SECONDER:</b>	Dr. Reiland
<b>AYES:</b>	Dr. Terrell, Dr. Reiland, Dr. Lipinski, Ms. Mackey, Ms. Tyson, Ms. Gunnink
<b>NAY:</b>	None

**INTERVIEW TEAM TO SELECT TIMES FOR CANDIDATE INTERVIEWS FOR NOVEMBER 17<sup>TH</sup> & NOVEMBER 28<sup>TH</sup>**

The Interview Team chose November 17<sup>th</sup> at 3:00pm. and November 28<sup>th</sup> at 1:p.m.to conduct interviews and reconvene with the full Selection Committee, November 29<sup>th</sup> for purposes of discussing the candidates and make a possible candidate decision. If 2<sup>nd</sup> interviews are required, the Selection Committee will reconvene December. The second interview date will be TBD by the Selection Committee after the November 29<sup>th</sup> meeting.

**SELECTION OF CANIDATES TO BE INTERVIEWED FOR THE EXECUTIVE DIRECTOR POSITION**

Dr. Terrell mentioned for the purposes of discussions for the Executive Director, the Selection Committee would need to go into Executive Discussion. The Selection Committee approved to go into Executive Session.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dr. Lipinski
<b>SECONDER:</b>	Dr. Reiland
<b>AYES:</b>	Dr. Terrell, Dr. Reiland, Dr. Lipinski, Ms. Mackey, Ms. Tyson, Ms. Gunnink
<b>NAY:</b>	None

**EXECUTIVE SESSION RE: PERSONNEL / LEGAL MATTERS**

A motion was made by Dr. Lipinski and seconded by Ms. Tyson to recess the Regular meeting at 3:28p.m. to go into Executive Session for the purpose of discussing personnel and legal matters in accordance with Sec. 2(c)1 of the Open Meetings Act.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dr. Lipinski
<b>SECONDER:</b>	Dr. Reiland
<b>AYES:</b>	Dr. Terrell, Dr. Reiland, Dr. Lipinski, Ms. Mackey, Ms. Tyson, Ms. Gunnink
<b>NAY:</b>	None

**OPEN SESSION**

During Executive Session the Selection Committee discussed and accepted the recommendations of the candidates to be interviewed for the Executive Director position.

**APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT – NONE**

**BOARD MEMBERS' COMMENTS/CONCERNS – NONE**


**PUBLIC CONCERNS AND COMMENTS – NONE**

**ADJOURNMENT**

At 4:15 p.m. a motion was made to adjourn the meeting.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ms. Mackey
<b>SECONDER:</b>	Dr. Reiland
<b>AYES:</b>	Dr. Terrell, Dr. Reiland, Dr. Lipinski, Ms. Mackey, Ms. Tyson, Ms. Gunnink
<b>NAY:</b>	None

By:   
Billie Terrell, PhD, ACSW, Board of Health President  
Will County Health Department

By:   
Stephanie Baskin, Executive Assistant  
Will County Health Department