

**Minutes of the
Winnebago County Board of Health
Tuesday, January 17, 2017 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department**

Present: Angie Goral, Ronald Gottschalk, Dr. John Halversen, Dr. David Helland, Luci Hoover, Dr. Patricia Lewis, Robert McCreath, Jaymie Nelson, and Dr. Allen Williams

Absent: Dr. Steven Lidvall, James Powers

Staff Present: Theresa James, Todd Kisner, Patrick Madigan, Todd Marshall, Dr. Sandra Martell, Charlotte LeClercq, and John Barlow (recorder)

President Ronald Gottschalk called the meeting to order at 6:31 p.m.

Introduction of Guests / Public Participation: No guests present.

Setting the Agenda: Ronald Gottschalk asked for a motion to set the agenda or amend. Dr. David Helland moved and Dr. Patricia Lewis seconded to set the agenda, all members voted aye in favor, motion carried.

Approval of Minutes: Ronald Gottschalk asked for a motion to approve the minutes. Dr. Patricia Lewis moved and Angie Goral seconded to approve the November 15, 2016 Board of Health Minutes. With that, all members voted aye in favor, motion carried.

Presentation: Todd Marshall presented information on the changes to the Winnebago County Food Code. The purpose of the changes were to adopt the Food and Drug Administration (FDA) Food Code including the definitions; to create an equitable fee structure and inspection schedule for temporary and special events; and to achieve better customer service, consistency, and clarity for internal and external customers. Discussion was held on various aspects of the Food Code changes and clarification provided.

President's Report: Ronald Gottschalk informed the Board members of how impressed he was with the retirees' attitudes of their job and the department at the December 16, 2016 All Staff.

Dr. Sandra Martell provided a brief on a non-competitive grant opportunity for the Drug Overdose Prevention Program (DOPP). Winnebago County has been identified by the IL Alcohol and Substance Abuse and Department of Human Services to receive approx. \$250,000.00 to implement. The program is established to expand the Naloxone rescue treatment to address the heroin epidemic. WCHD would be required to establish a distribution program, partnering for education on administering Naloxone, and conduct surveillance and assessment of the program impact.

Winnebago County Health Department Highlights: Reports were included in the Board packet for the member's information. No specific discussion was held due to time allotment for the presentation.

EXECUTIVE COMMITTEE: Nothing to report.

FINANCE COMMITTEEMeetings December 14, 2016 and January 11, 2017

Dr. John Halversen is chairing this part of the meeting.

1. Approval of Minutes: Jaymie Nelson motioned and Dr. Allen Williams seconded to approve the December 14, 2016 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

Luci Hoover motioned and Dr. Allen Williams seconded to approve the January 11, 2017 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

2. Financial Reports: The financial reports for the month of December 2016 were not available due to month end financial close out. The financial reports for the month of November 2016 were presented, reviewed and referred for audit. The October 2016 financial reports were reviewed by the BOH Finance Committee at the December 14, 2016 meeting.

Dr. Patricia Lewis moved and Angie Goral seconded for approval of the total health fund expenditures for the month of October 2016 as follows:

Health Fund Expenditures..... \$ 603,579.97

All members voted aye in favor, motion carried.

Dr. David Helland moved and Dr. Patricia Lewis seconded for approval of the total health fund expenditures for the month of November 2016 as follows:

Health Fund Expenditures..... \$ 632,015.09

All members voted aye in favor, motion carried.

Dr. Martell informed the Board members that issues will be still be experienced in 2017, similar to 2016, in providing the previous months Financial report at the Board of Health meetings. The issue is due to the date of the Board of Health meetings and the Winnebago County monthly fiscal closure dates.

3. Major Expenditures: The following major expenditures were presented for approval and discussion was held:

- a. **Procom Emergency Operations Room Equipment Update** – Dr. David Helland moved and Dr. Patricia Lewis seconded to approve the Public Health Emergency Preparedness equipment update in the amount of \$32,710.00 with all members voting aye, motion carried.
- b. **Creating Lead Safe Homes Training Contract** - Dr. David Helland moved and Dr. Allen Williams seconded to approve the training contract with Think People in the amount of \$10,000.00 with all members voting aye, motion carried.
- c. **Creating Lead Safe Homes Mitigation Contract** – Dr. Allen Williams moved and Luci Hoover seconded to approve the mitigation work contract with Gerke Enterprises in the amount of \$200,000.00 with all members voting aye, motion carried.
- d. **Creating Lead Safe Homes Mitigation Contract** – Dr. Patricia Lewis moved and Dr. David Helland seconded to approve the mitigation work contract with Stene’s Contractors in the amount of \$200,000.00 with all members voting aye, motion carried.
- e. **Creating Lead Safe Homes Mitigation Contract** – Dr. David Helland moved and Luci Hoover seconded to approve the mitigation work contract with Taylor Made Carpentry in the amount of \$200,000.00 with all members voting aye, motion carried.

4. FY2017 Grants: The following FY2017 Grants were presented for approval and discussion was held:

- a. **Dental Sealant** – Luci Hoover moved and Dr. Patricia Lewis seconded to approve the Dental Sealant Grant in the amount of \$38,000.00 (July 1, 2016 – June 30, 2017), with all members voting aye, motion carried.