

**Minutes of the  
Winnebago County Board of Health  
Tuesday, April 16, 2019 at 6:30 p.m., 555 North Court Street  
Winnebago County Health Department**

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

**Absent:** Jonathon Logemann

**Staff Present:** Cynthia Hall, James Keeler, Todd Kisner, Todd Marshall, Patrick Madigan, Dr. Sandra Martell, and Katherine O'Toole

**Attorney:** Bill Emmert

**WCHD Support Staff:** Sara Ruud (recorder)

President Dr. Allen Williams called the meeting to order at 6:33 pm.

**Introduction of Guest/Public Participation:** Maurice Williams, a student from Auburn High School, attended the Board of Health meeting for a class assignment.

**Setting the Agenda:** Dr. Allen Williams asked for a motion to set the agenda or amend. Dr. John Halversen made a motion to set the agenda. Dr. David Helland seconded the motion. With that, all members voted aye in favor, motion carried.

**Approval of Minutes:** Dr. Allen Williams asked for a motion to amend or approve the minutes. Dr. Steven Lidvall moved to approve the minutes from March 19, 2019. Dr. David Helland seconded the motion. With that, all members voted aye in favor, motion carried.

**Presentation:** None

**President's Report:** None

**Winnebago County Health Department Highlights:**

The following program areas were highlighted for the month of February 2019.

- **Radon**  
Todd Marshall updated the Board of Health on the radon testing contest. Thirty people have turned in their radon test results. Of those 30 people, about seven (7) have high radon levels. Those seven (7) people will be entered into a drawing for a chance to win a radon system (up to \$2,000.00 in value). The contest ran until April 15, 2019.
  
- **West Nile**  
In April, the Environmental Health Center will be training municipalities on larvacide.

- **Timberlane Mobile Home**  
Timberlane Mobile Home consisted of 12 families. The public water system was failing and the owner refused to address the problem. On April 1, 2019, the owner had the water shut off and all residents were required to leave.
  
- **Influenza Surveillance**  
The Communicable Disease Center continues to conduct influenza surveillance with health care partners. As of week 14, there have been 169 case reported. The number of influenza cases continues to drop.
  
- **Measles**  
There have been no reported cases of measles.
  
- **Salmonella**  
There is an outbreak of salmonella in precut melons being sold at Walmart and Target. At this time, no cases have been reported in Winnebago County.
  
- **Candida auris**  
Candida auris is a fungus that is resistant to medication commonly used to treat fungal infections. At this time, there are no cases in Winnebago County but the Communicable Disease Center continues to monitor the area.
  
- **Opioid Task Force**  
Opioid overdoses continue to rise. On May 23, 2019, there will be an Opioid Summit focusing around the role of healthcare in the community. The group continues to work on developing a YouTube video on Naloxone.  
  
Around 750 people have been trained on Naloxone.
  
- **Trauma Informed Community**  
May 15 is Trauma Awareness Day. The Film Series Workgroup is setting up meetings to get the film series going again.
  
- **Strategic Initiative**  
The strategic initiative workgroups worked on the Strategic Refresh. The groups also participated in the Open House, using Incident Command Structure.
  
- **Flood**  
On March 18, 2019, Chairman Frank Haney signed a local declaration in regards to county wide flooding and provided it to the Illinois Emergency Management Agency (IEMA) for submission to the state. The Winnebago County Health Department participated on the assessment team. Roughly 500 people were impacted by the flood.

**EXECUTIVE COMMITTEE - No Meeting**

**FINANCE COMMITTEE ..... April 10, 2019**

Jaymie Nelson chaired this part of the meeting.

**1. Approval of the Minutes**

Jaymie Nelson asked for a motion to approve the minutes. Ronald Gottschalk moved and James Powers seconded the approval of the April 10, 2019 finance minutes. With that, all members voted aye in favor, motion carried.

**2. Approval of the March 2019 Health Fund Expenditure**

Jaymie Nelson asked for a motion to approve the health fund expenditure for March. Dr. John Halversen moved and Dr. David Helland seconded to approve the health fund expenditure for the month of March 2019 in the amount of \$982,924.12. With that, all members voted aye, motion carried.

**3. Financial Review**

Jaymie Nelson provided an overview of the financial documents for the month of March.

**4. Approval of Major Expenditure Requests**

The Finance Committee recommended approval of the following major expenditures. Dr. Steven Lidvall motioned and Dr. John Halversen seconded approval of the following major expenditures. With that, all members voted aye, motion carried.

<b>Vendor/Contractor</b>	<b>Services/Item</b>	<b>Amount</b>	<b>Motioned/Seconded</b>	<b>Approved</b>
IDPH	Death Certificate Filing Fees	\$ 6,812.00	Dr. David Helland/ James Powers	All voted in favor, motion carried.
Pool Administrators	Medical & Dental Reimbursements	\$ 3,614.58	Dr. David Helland/ James Powers	All voted in favor, motion carried.
Pat Brandon, APN	Contractual	\$ 3,518.00	Dr. David Helland/ James Powers	All voted in favor, motion carried.
Clarke	Mosquito Larvicide	\$ 5,143.60	Dr. David Helland/ James Powers	All voted in favor, motion carried.
TBD	Tire Drive	\$ 7,000.00	Dr. David Helland/ James Powers	All voted in favor, motion carried.

There was one (1) Major Expenditure request that could not be approved at the finance meeting. It was brought before the Board of Health.

<b>Vendor/Contractor</b>	<b>Services/Item</b>	<b>Amount</b>	<b>Motioned/Seconded</b>	<b>Approved</b>
Rock River Service	Motorola Radios w/ Charger and Batteries	\$ 5,611.00	John Halversen/ Luci Hoover	All voted in favor, motion carried.

**5. Proposed Contracts/ Agreements**

There was one (1) proposed contract that could not be approved at the finance meeting. It was brought before the Board of Health.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
SwedishAmerican Health System	Provide information to patients about the WIC Program	N/A	Dr. Steven Lidvall / James Powers	All voted in favor, motion carried.

**6. Proposed Reclassification of EHI Position to Coordinator-Deferred**

**7. FY2018 Grants Received through March 31, 2019**

The Finance Committee recommended approval of the following grants. Dr. Steven Lidvall motioned and Dr. John Halversen seconded approval of the following grants. With that, all members voted aye, motion carried.

Grant	Fiscal Period	Amendment Amount	Total	Motioned/Seconded	Approved
Family Planning	07/01/2018-06/30/2019	\$ 112,800.00	\$ 163,581.00	Dr. David Helland/ Angie Goral	All voted in favor, motion carried.
IBCCP	07/01/2018-06/30/2019	\$ 6,904.10	\$ 232,727.10	Dr. David Helland/ Angie Goral	All voted in favor, motion carried.

**8. Proposed Fee Schedules**

**a. Flu Vaccine Fee Schedule-Deferred**

**9. Accounts Receivable through March 31, 2019**

P. Madigan reviewed the accounts receivable with the Board of Health.

**POLICY COMMITTEE..... April 10, 2019**

**1. Approval of the Minutes**

Ronald Gottschalk asked for a motion to approve the minutes. Luci Hoover moved and Dr. Patricia Lewis seconded to approve the April 10, 2019 Policy Committee minutes. With that, all members voted aye in favor, motion carried.

**2. Environmental Health**

**a. Food Code Revision Ch. 50-77 Summer Foods Program and Child and Adult Care Program Fees**

In the past, the Illinois State Board of Education (ISBE) contracted with the Illinois Department of Public Health (IDPH) to conduct environmental health inspections. ISBE has chosen not to contract with IDPH for these programs. The existent Winnebago County Code does not address these programs. Ronald Gottschalk made a motion to revise the food code to state a sponsor or agency participating in either the Summer Foods Service Program or the Child and Adult Care Program shall be responsible for the \$120 permit per site per year. Dr. John Halversen seconded the motion. With that, all

members voted aye in favor, motion carried.

**b. Club Blue**

The Policy Committee updated the Board of Health on the Club Blue Event, held on April 12, 2019, and fees associated with inspection of food establishments at the event.

WCHD will work with organizers and food establishments to ensure compliance with Winnebago County Code.

**PERSONNEL COMMITTEE..... April 10, 2019**

**1. Approval of the Minutes**

Luci Hoover asked for a motion to approve the minutes. Dr. Patricia Lewis moved and Ronald Gottschalk seconded to approve the April 10, 2019 Personnel Committee minutes. With that, all members voted aye in favor, motion carried.

**2. Summer Hours Update**

The Personnel Committee updated the Board of Health on the summer hours' policy. The policy incorporates the conditions approved by the Board of Health.

**3. Wabonga Agreement**

Luci Hoover asked for a motion to approve the Wabonga agreement. Dr. Patricia Lewis motioned and Ronald Gottschalk seconded the approval of the Wabonga agreement. With that, all members voted aye in favor, motion carried.

**4. Reclassification of EHI Position for plan review - Deferred**

**QUALITY COMMITTEE ..... April 16, 2019**

**1. Approval of the Minutes**

Dr. Patricia Lewis asked for a motion to approve the minutes. Dr. Steven Lidvall moved and James Powers seconded to approve the March 19, 2019 Quality Committee minutes. With that, all members voted aye in favor, motion carried.

**2. Revised 2019 QI Initiatives-Lead Case Management**

Dr. Patricia Lewis asked for a motion to approve the revised 2019 QI initiative for lead case management. Dr. Steven Lidvall amended the statement to say "develop collaborative system for case management of infants/children with lead levels 'above' micrograms/deciliter." With the amended statement Dr. Steven Lidvall moved and James Powers seconded the approval revised 2019 QI initiative for lead case management. With that, all members voted aye in favor, motion carried.

**3. Strategic Refresh**

Dr. Patricia Lewis provided an overview of the strategic refresh. The Quality Committee motioned to approve the strategic refresh with the change to goal 2 initiative from "Engage with partners to address community health priorities" to "engage with community partners to address community health priorities." Luci Hoover seconded the motion. With that, all members voted aye in favor, motion carried.

**NEW BUSINESS / OTHER MATTERS:** None

**Correspondence and information:** Refer to the Board of Health packet for the correspondence.

**ADDITIONS:** None

**Executive Closed Session**

An Executive Session was needed to discuss matters related to personnel issues at approximately 7:23 p.m. in accordance with the Open Meeting Act Chapter 5 ILCS 120/2 (c) (1). Dr. Allen Williams moved to go into a closed session and a roll call was taken with all members voting aye in favor, motion carried. The Executive Session ended at 7:37 pm. Ronald Gottschalk moved and Luci Hoover seconded to come out of Executive Session. All members voted aye in favor of motion, motion carried.

The following actions were taken:

Dr. Patricia Lewis made a motion to accept the paid discretionary leave for an employee. Luci Hoover seconded the motion. With that, all members voted aye in favor, motion carried.

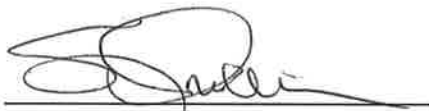
Luci Hoover made a motion and Dr. John Halversen seconded to offer the EHI student intern a full time position as a food inspector upon her graduation in August. With that, all members voted aye in favor, motion carried.

Dr. Steven Lidvall made a motion to extend an employee's medical leave for up to 30 days. Dr. Patricia Lewis seconded the motion. With that, all members voted aye in favor, motion carried.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at approximately 7:40p.m. with a motion by Ronald Gottschalk and seconded by Luci Hoover. With that, all members voted in favor, motion carried.

Approved by the Board of Health 5-21-19  
Date



Dr. Steven Lidvall Secretary  
Winnebago County Board of Health