

**Minutes of the  
Winnebago County Board of Health  
Tuesday, June 19, 2018 @ 6:30 p.m., 555 North Court Street  
Winnebago County Health Department**

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

**Absent:** Steven Lidvall and Dr. John Halverson

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

**Attorney:** Charlotte LeClercq

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

President Ronald Gottschalk called the meeting to order at 6:33 pm.

**Induction of Guest/Public Participation:** Mayor McNamara appointed Johnathan Longeman to the Winnebago County Health Department Board of Health.

**Setting the Agenda:** Ronald Gottschalk asked for a motion to set the agenda or amend. Luci Hoover moved and Robert McCreath 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 James Powers seconded to approve the May 15, 2018 Board of Health Minutes. With that, all members voted aye in favor, motion carried.

**President's Report:** None

**Presentation:** Winnebago County Opioid Task Force Overview

Dr. Martell presented on the Winnebago County Opioid Task Force (WCOT). WCOT is organized with leadership representing the three (3) pillars, six (6) priorities, and nine (9) evidence-based strategies. The purpose of this group is to coordinate activities within the community to address the opioid crisis. Dr. Martell discussed what the six (6) priorities were and how they align with community partners' strategic goals already in place.

**Winnebago County Health Department Highlights:**

The following program areas were highlighted for the month of May 2018.

- **Domain 2: Synthetic Cannabinoids, Cyclosporiasis**  
Winnebago County Health Department (WCHD) has had ten (10) cases of severe bleeding from the use of synthetic cannabinoids. The last two (2) cases were reported over the weekend. One of the two gentlemen was airlifted to UW Madison. WCHD is working on interviewing the patients to find out if the synthetic cannabinoids were from an old batch or if there is a new batch contaminated.

Cyclosporiasis is a parasite that lives on fresh fruit and vegetables causing gastrointestinal intestinal problems when ingested. There have been nine (9) cases of cyclosporiasis in the county of Winnebago. Two of the cases are connected through a restaurants cilantro.

- **Domain 3: Social norms Marketing Campaign**  
Harlem High School created a marketing campaign to avoid abusing substances. The students created five (5) tobacco messages, one (1) alcohol message, and one (1) prescription drug message.
- **Domain 4: Trauma Informed Community**  
The trauma informed work groups are all making progress on their goals. The film series will be showing their first movie on June 27 at the Nordloff Center. Each film has been sponsored by a local organization. The Public Awareness workgroup created a logo for the trauma informed group and has created a social media page on several different media platforms.
- **Domain 6: In-House Hearings, SFIA Compliance Checks**  
One motel came in for a hearing because they redid their continental breakfast area and didn't install a prep sink. After the hearing, the motel fixed the violations and is now in compliance with the code.

There were 127 compliance checks in the month of May. Since the Tobacco Control Specialist has been assisting with the liquor compliance checks, there have been 52 violations discovered during the liquor checks.

- **Domain 7: Integrated Clinic**  
The clinic is fully staffed except for an advanced practice nurse (APN). Now fully staffed, the integrated clinic is slowly increasing the visits. There has been one active Tuberculosis (TB) case. The client is under home based isolation and has shown no positive infection results to the immediate family members. WCHD continues to assist Boone and Ogle County as they have active cases as well.

#### **EXECUTIVE COMMITTEE: No Meeting**

#### **FINANCE COMMITTEE**

Jaymie Nelson chaired this part of the meeting.

##### **1. Approval of the Minutes**

Jaymie Nelson asked for a motion to approve the minutes. James Powers moved and Dr. Allen Williams seconded to approve the June 13<sup>th</sup>, 2018 finance minutes. With that, all members voted aye in favor, motion carried.

##### **2. Approval of the April Health Fund Expenditure**

Jaymie Nelson asked for a motion to approve the health fund expenditure for April. Dr. Patricia Lewis moved and James Powers seconded to approve the health fund expenditure for the month of April 2018 in the amount of \$771,851.11. With that, all members voted aye, motion carried.

**3. Approval of Major Expenditure Requests**

The Finance Committee recommended approval of the following major expenditures. Dr. Patricia Lewis motioned and Dr. Allen Williams seconded approval of the following major expenditures. With that, all members voted aye, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Pool Administrators	Medical and Dental Reimbursements	\$ 4,214.48	Ronald Gottschalk/ Dr. Steven Lidvall	All voted in favor, motion carried.
IDPH	Death Certificate Filing Fees-May 2018	\$7,028.00	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.
Pat Brandon, APN	Contractual Clinician Services	\$ 6,000.00	Ronald Gottschalk/ Dr. Steven Lidvall	All voted in favor, motion carried.
Swedish American Health Management	Testing for Chlamydia and GC	\$ 3,768.81	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.
Swedish American Health Breast Center	Medical Testing for IBCCP	\$ 4,662.63	Ronald Gottschalk/ Dr. Steven Lidvall	All voted in favor, motion carried.
Winnebago County SWCD	Soil analysis/soil borings	\$ 4,350.00	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.
IT Savvy	4 Surface Pros for field use	\$ 5,451.24	Ronald Gottschalk/ Dr. Steven Lidvall	All voted in favor, motion carried.

There was one (1) major expenditure 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
Kishwaukee	Diagnostic Testing	\$ 4,245.98	James Powers/ Dr. Patricia Lewis	All voted in favor, motion carried.

**4. Proposed Contracts/ Agreements**

The Finance Committee recommended approval of the following contracts. Dr. Allen Williams motioned and James Powers seconded approval of the following contracts. With that, all members voted aye, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Park City Dental Services	Dental Sealant provider for FY 2019	\$ 13,000.00	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.
Orland Park Dental Services	Dental Sealant Provider for FY 2019	\$ 19,400.00	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.
Hope Over Addiction	Contracted Service for Opioid Naloxone training for FY2019	\$ 49,873.00	Ronald Gottschalk/ Dr. Steven Lidvall	All voted in favor, motion carried.
Clinical Laboratory Services - LabCorp	Contracted for Lab Services	\$ 50,000.00	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.
Northern Illinois University	Internship Contract	\$ 0.00	Ronald Gottschalk/ Dr. Steven Lidvall	All voted in favor, motion carried.
University of Wisconsin Green Bay	Practice Site Agreement	\$ 0.00	Dr. Steven Lidvall / Ronald Gottschalk	All voted in favor, motion carried.

There was two (2) proposed contracts that could not be approved at the finance meeting. They were brought before the Board of Health.

Vendor/Contractor	Service/Item	Amount	Motioned/Seconded	Approved
Midlevel U	Professional Services APN Recruitment	\$15,000.00	Dr. Patricia Lewis/ Luci Hoover	All voted in favor, motion carried.
Graham Spencer	Logo Development	\$ 5,625.00	James Powers/ Dr. Allen Williams	All voted in favor, motion carried.

**5. FY2018 Grants Received through May 31, 2018**

The Finance Committee recommended approval of the following grants. Dr. Patricia Lewis motioned and James Powers seconded approval of the following grants. With that, all members voted aye, motion carried.

Grant	Fiscal Period	Amount	Motioned/Seconded	Approved
Refugee	7/01/2017-6/30/2018	\$222,300.00	Dr. Steven Lidvall/ Ronald Gottschalk	All voted in favor, motion carried.

There was two (2) grants that could not be approved at the finance meeting. They were brought before the Board of Health.

Grant	Fiscal Period	Amount	Motioned/Seconded	Approved
Drug Overdose Prevention Program	7/01/2017 - 6/30/2018	\$ 225,000.00	Dr. Patricia Lewis/ Luci Hoover	All voted in favor, motion carried.
Illinois Department of Revenue-Alcohol Liquor Enforcement Pilot Program	7/01/2017- 6/30/2018	\$ 41,250.00	James Powers/ Dr. Allen Williams	All voted in favor, motion carried.

**6. Accounts Receivable through May 31, 2018**

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

**7. Approval of the May Health Fund Expenditure**

Jaymie Nelson asked for a motion to approve the health fund expenditure for May. James Powers moved and Dr. Allen Williams seconded to approve the health fund expenditure for the month of May 2018 in the amount of \$519,011.51. With that, all members voted aye, motion carried.

**POLICY COMMITTEE..... June 13, 2018**

1. Dr. Patricia Lewis asked for a motion to approve the minutes. Luci Hoover moved and Angie Goral seconded to approve the June 13, 2018 policy minutes. With that, all members voted aye in favor, motion carried.
2. The policy committee met on June 13<sup>th</sup> to discuss a petition for a variance in Hidden Creek Lane. At that time, there was no decision made. The group also talked about Prairie Road Pump Neighborhood Association. Fehr Graham finished the shared wells design and the cost of implementing this design would be around \$2.2 million.
3. Winnebago County Health Department (WCHD) is requesting a resolution to waive fees for properties to be demolished with host fees. Dr. Patricia Lewis asked for a motion to approve the

resolution to waive fees for properties to be demolished with host fees. Dr. David Helland moved and Dr. Allen Williams seconded the resolution. With that, all members voted aye in favor, motion carried.

4. Winnebago County Health Department (WCHD) is recommending that the description of food establishments be revised to include examples of alcohol only venues including home breweries and home distilleries. The revision does not change the low or medium risk permit fee but the high risk permit fee was dropped from \$200 to \$100. Dr. Patricia Lewis asked for a motion to adopt the changes. James Powers moved and Dr. David Helland second the motion, with that, all members vote aye in favor, motion carried.

**PERSONNEL COMMITTEE..... No Meeting**

1. Luci Hoover asked for a motion to approve the minutes. Dr. Patricia Lewis moved and Dr. Allen Williams seconded to approve the June 13, 2018 personnel minutes. With that, all members voted aye in favor, motion carried.
2. Policy C13 Employee Health Screening was reviewed by the personnel committee. Dr. Martell highlighted what was changed in the policy. Luci Hoover asked for a motion to approve Policy C13: Employee Health Screening. Dr. Patricia Lewis moved and Dr. Allen Williams seconded approval of the policy. With that, all members voted aye in favor, motion carried.

**QUALITY COMMITTEE ..... None**

**NEW BUSINESS / OTHER MATTERS: None**

**ADDITIONS**

None

**EXECUTIVE CLOSED SESSION:**

An Executive Session was needed to discuss matters related to personnel at approximately 8:13 p.m. in accordance with the Open Meetings Act Chapter 5 ILCS 120/2 (c) (1). Ronald Gottschalk 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 8:45 p.m. Luci Hoover moved and Dr. Allen Williams seconded to come out of Executive Session. All members voted aye in favor of motion, motion carried. No action was taken.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at approximately 8:46 p.m. with a motion by Dr. Allen Williams and seconded by Dr. Patricia Lewis. With that, all members voted in favor, motion carried.

Approved by the Board of Health

7/17/18

Date

J Nelson  
Jaymie Nelson, Secretary  
Winnebago County Board of Health