

**Minutes of the
Winnebago County Board of Health
Tuesday, November 17, 2015 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department**

PRESENT: Ronald Gottschalk, John Halversen, David Helland, Luci Hoover, James Powers, Allen Williams, Robert Wilhelmi

ABSENT: Susan Fernandez, Angie Goral, Patricia Lewis, Steven Lidvall, Jaymie Nelson

STAFF PRESENT: Lisa Gonzalez, Patrick Madigan, Todd Marshall, Sue Fuller, Sandra Martell, Kyle Auman, Kim Ponder, Attorney Charlotte LeClercq and John Barlow (recorder)

President James Powers called the meeting to order at 6:32 p.m.

INTRODUCTION OF GUESTS / PUBLIC PARTICIPATION: No guests present.

SETTING THE AGENDA: James Powers asked for a motion to set the agenda or amend. David Helland moved and Allen Williams seconded to set the agenda, all members voted aye in favor, motion carried.

APPROVAL OF MINUTES: James Powers asked for a motion to approve the minutes. John Halversen moved and Luci Hoover seconded to approve the October 20, 2015 Board of Health Minutes. With that, all members voted aye in favor, motion carried.

PRESIDENT'S REPORT: President James Powers informed the board members that Mercy Rockford Health System certificate of need was approved. Document was distributed with answers to the questions we presented to them.

Luci Hoover has gratefully accepted the position to chair the Personnel Committee from Susan Fernandez.

The National Accreditation body site visit date has been set for March 15 and 16, 2016. All Board members need to be available to participate.

WINNEBAGO COUNTY HEALTH DEPARTMENT HIGHLIGHTS: Reports were included in the Board packet for the member's information.

Todd Marshall provided a brief on West Nile Virus surveillance. The program has closed for the year with no human cases. The final report is posted on our website.

Todd Marshall briefed that we have reached out to IEMA to obtain some free test kits for our Radon program.

Todd Marshall briefed that we have had an significant increase in bed bug related complaints. We are educating our staff on proper PPE and procedures. We are also educating the public on available resources and on sanitation. We are also working with State's Attorney on some code changes.

Sandra Martell briefed that an Influenza kick off meeting was held with community surveillance partners to gain their input on what they would like to see in surveillance report.

Sandra Martell provided a brief on communicable diseases. We have wrapped up the Pertussis outbreak with 18 people linked to the 6 confirmed cases. Communication and education helped us to contain the infection. We are currently investigating a Shigella outbreak with 22 cases that appear to have started in daycares and schools. Health Alert was sent last week and a press release was sent today. 22 cases since Oct. 2, 2015 matches our 22 cases made all of last year.

Sue Fuller informed the Board that the week of October 26-30 was National Lead Poison Prevention week. We conducted a successful social media campaign targeting young families in older homes. We had 9000+ impressions on Twitter and 1000+ views on Facebook.

Todd Marshall provided an update on the Magic Waters Splash Blaster Coaster Pool. A positive meeting was held with the Park District representatives on October 30, 2015 to discuss the protocols and procedures needed to ensure the health and safety of all riders on the Splash Blaster. Park District agreed to submit an application to the Illinois Dept. of Labor (IDOL) for an amusement ride operating license. IDOL would then have the authority to enforce regulations.

Lisa Gonzalez briefed that our WIC staff continues to enroll our clients in Medicaid. We also received notification that we were awarded the FY16 In-Person Counselor (IPC) Grant. The funding is for five months from October 2015 to February 2016. We have reopened our enrollment center and will be sending staff out into the community to enrollment into Medicaid and the Marketplace. Our strategy will be to work with our community partners to ensure sustainability with the program and to ensure we are reaching out to ensure all are enrolled.

Sandra Martell provided a PHAB update. The site visit will be conducted on March 15 and 16, 2016. The site visit team is currently reviewing documents and will send us any questions that they have.

Sandra Martell briefed that we have been accepted to become an active participant of the UIC community IRB. This will allow us to participate as well as provide an opportunity for the students to do academic research with us.

Sandra Martell also reported that we continue to track the budget impasse. We also have three programs that will have a financial audit in December.

Todd Marshall briefed on the restaurant violations for the month. We conducted 215 inspections for the month with only one issue. Gahl's Apple Orchard in South Beloit had some sanitation issues and issues following the new cider regulations. They are stopping operations as they have a disease in their trees.

EXECUTIVE COMMITTEE:

No Report.

FINANCE COMMITTEE.....No Meeting
 John Halversen is chairing this part of the meeting.

1. Financial Reports:

Various financial reports for the month of October 2015 were presented, reviewed and referred for audit.

Luci Hoover moved and Allen Williams seconded for approval of the total health fund expenditures for the month of October 2015 as follows:

Health Fund Expenditures..... \$607,782.61

All members voted aye in favor, motion carried.

2. Major Expenditure Requests:

b. HUD Invoice – Taylor Made Carpentry	David Helland moved and Allen Williams seconded to approve the HUD invoice for Taylor Made Carpentry in the amount of \$7,449.30 with all members voting aye, motion carried.
c. Case Management Exp. – Whiteside County	Ronald Gottschalk moved and Luci Hoover seconded to approve the Ryan White expense for Whiteside County in the amount of \$5,812.00 with all members voting aye, motion carried.
c . October 2015 Mammograms – Swedish American Breast Health Center	Ronald Gottschalk moved and David Helland seconded to approve the Mammograms expense for Swedish American in the amount of \$8,428.25 with all members voting aye, motion carried.
c. Case Management Exp. – Project of the Quad Cities	Ronald Gottschalk moved and Luci Hoover seconded to approve the Ryan White expense for Project of the Quad Cities in the amount of \$22,905.15 with all members voting aye, motion carried.
e. Collier-18 Bacteria Testing Media - IDEXX	Ronald Gottschalk moved and David Helland seconded to approve the Collier-18 expense for IDEXX in the amount of \$6,980.50 with all members voting aye, motion carried.
f. Epidemiology Services for September 2015 – University of Illinois	Ronald Gottschalk moved and David Helland seconded to approve the Epidemiology Services expense to the Univ. of IL in the amount of \$6,008.00 with all members voting aye, motion carried.

3. IDPH Grant Renewals:

<p>a. Illinois Breast and Cervical Cancer Program</p>	<p>Ronald Gottschalk moved and Allen Williams seconded to approve the Illinois Breast and Cervical Cancer Program Grant in the amount of \$243,913.00 (July 1, 2015 – June 30, 2016), with all members voting aye, motion carried.</p>
<p>b. Pre-School Vision and Hearing</p>	<p>Ronald Gottschalk moved and Luci Hoover seconded to approve the Pre-School Vision and Hearing Grant in the amount of \$15,232.00 (July 1, 2015 – June 30, 2016), with all members voting aye, motion carried.</p>
<p>c. Health Works Lead Agency</p>	<p>Ronald Gottschalk moved and David Helland seconded to approve the Health Works Lead Agency Grant in the amount of \$219,689.00 (July 1, 2015 – June 30, 2016), with all members voting aye, motion carried.</p>
<p>d. Lead Poisoning Case Mgt. with Environmental Investigations</p>	<p>Ronald Gottschalk moved and Allen Williams seconded to approve the Lead Poisoning Case Mgt. with Environmental Investigations Grant in the amount of \$28,9669.00 (July 1, 2015 – July 31, 2015), with all members voting aye, motion carried.</p>
<p>d. Affordable Care Act In-Person Counselor Grant Program</p>	<p>Ronald Gottschalk moved and David Helland seconded to approve the Affordable Care Act In-Person Counselor Grant Program Grant in the amount of \$263,604.52 (October 1, 2015 – February 15, 2016), with all members voting aye, motion carried.</p>

POLICY COMMITTEE..... No Meeting.

PERSONNEL COMMITTEENovember 10, 2015 @ 6:30 p.m.
Luci Hoover is chairing this part of the meeting.

1. File of Approved Minutes: Minutes from October 20, 2015 meeting were presented for the Board for file. Minutes were approved by the Personnel Committee members on November 10, 2015.

Luci Hoover briefed that the Personnel Committee met and discussed revising the Administrator’s job description with the core competencies and performance evaluation. Administrator relocation expenses were also discussed.

QUALITY IMPROVEMENT COMMITTEE.....November 17, 2015 @ 12:30 p.m.
Allen Williams is chairing this part of the meeting.

Allen Williams briefed that the Quality Improvement Committee met and discussed status updates to the Strategic Plan and incorporation of the I-Plan into the Strategic Plan. The goal is to get the Strategic Plan to a one page document detailing the mission goals and strategic initiatives. We will work with our community partners to prioritize the initiatives and incorporate them with the community health improvement plan.

NEW BUSINESS / OTHER MATTERS:

James Powers notified the Board that there will not be a December Board of Health meeting unless a need arises.

Discussion was held on the relocation expenses for the Administrator. It was determined that the relocation expense did not require Board approval as it was listed in the hiring agreement and was budgeted for.

CORRESPONDENCE AND INFORMATION: Various materials were included in the Board packet for information purposes.

EXECUTIVE SESSION:


An executive session was needed to discuss matters related to personnel at 7:29 p.m. in accordance with the Opens Meeting Act Chapter 5 ILCS 120/2 (c) (1). President James Power moved and Luci Hoover seconded to go into closed session to discuss matters related to personnel. A roll call was taken with all members voting aye in favor, motion carried.

There were no motions or votes taken in executive session and the Executive session ended at 7:54 p.m. Allen Williams motioned to come out of Executive session and John Halversen seconded, all members voted aye in favor, motion carried.

ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:56 p.m. with a motion by Allen Williams and seconded by John Halversen, all members voting aye in favor, motion carried.

Approved by the Board of Health 1.19.2016
Date


Susan Fernandez, Secretary
Winnebago County Board of Health