

Winnebago County Board of Health Meeting
Tuesday, September 18, 2012 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

PRESENT: Inara McGroarty, Angie Goral, Dr. John Halversen, Dr. David Helland, Ronald Gottschalk, Luci Hoover, Dr. Patricia Lewis, James Powers, Dr. Allen Williams
ABSENT: Dr. Steven Lidvall, Daniel Saavedra, Ann Thompson-Kelly

STAFF PRESENT: Mike Bacon, Judy Box-Brown, Dee Dunnett, Lisa Gonzalez, Steve Guedet, Todd Kisner, Attorney Charlotte LeClercq

OTHERS PRESENT: Dr. Matt Dalstrom (presenter at tonight's BOH meeting), John Guevara (County Board member), and Amber Johnson (UIC medical student)

President Inara McGroarty called the meeting to order at approximately 6:35 p.m.

SETTING THE AGENDA: President McGroarty called for a motion to set the September 18, 2012 agenda. Dr. Helland moved and Dr. Lewis seconded to accept the agenda as presented with all members voting aye, motion carried

INTRODUCTION OF GUEST / PUBLIC PARTICIPATION: The Board welcomed Amber Johnson (UIC medical student); Dr. Matt Dalstrom (Rockford College Professor and the presenter for tonight's presentation); and John Guevara (County Board member).

APPROVAL OF MINUTES: Dr. Lewis moved and Angie Goral seconded to approve the Board of Health minutes of August 21, 2012 as presented. All members voted aye, motion carried.

PRESENTATION: Matt Dalstrom, PhD (Assistant Professor, Anthropology and Sociology Department Rockford College), presented an overview of a proposed research project for WCHD. The project would explore social, cultural and care / service influences on birth outcomes among women in Winnebago County. During the most recent years, preterm and low birth rates have risen in Winnebago County. Africa-American mothers have poorer birth outcomes than any other racial/ethnic group. Dr. Dalstrom provided the design and methods of the project, research schedule, and data analysis and display. The expenditure for this proposed project would be supported through the Maternal, Infant and Early Childhood Home Visiting grant.

ADMINISTRATOR / CENTER REPORTS: Center reports were included in the Board packet.

President McGroarty commented on several items in the Center reports, back to school backpack rally, pertussis, WNV, etc.

FINANCE COMMITTEE..... The Finance Committee did not have a separate Committee meeting this month; therefore the following Finance business was conducted at the full Board meeting, with Dr. Halversen (Chairman Lidvall was absent) chairing this part of the meeting.

1. Review of Financial Reports

Various financial reports for the month of August 2012 were presented, reviewed and referred for audit.

Jim Powers moved and Dr. Lewis seconded for approval of the health fund expenditures for the month of August 2012 as follows:

Health Fund..... \$454,287.92

All members voted aye, motion carried.

Jim Powers moved and Dr. Lewis seconded for approval of the grant fund expenditures for the month of August 2012 as follows:

Grant Fund.....\$706,886.68

All members voted aye, motion carried.

2. Expenditure Request:

a. MUNIS Software Enhancement

Dr. Halversen moved and Jim Powers seconded to approve an expenditure in the amount of \$11,000 for MUNIS software enhancement for MUNIS transition. The County's MUNIS finance software is limited in the reports it can produce. Enhancement to the software would allow for a needed WCHD payroll report necessary for grant billing. After questions from the Board and answers / comments from staff, all members voted aye to approve the MUNIS software enhancement expenditure, motion carried.

b. Birth Outcome Research Project

Dr. Helland moved and Dr. Lewis seconded to approve the expenditure of \$10,000 for birth outcome research by Dr. Matt Dalstrom (Rockford College). This expenditure will be covered by the MIECHV Community Systems Development grant. After questions from the Board and comments by Mr. Bacon, all members voted aye, motion carried.

3. Grant and Grant Renewals:

a. Genetics Education and Follow Up Grant Renewals

Jim Powers moved and Angie Goral seconded to approve the renewal of the Genetics Education and Follow Up grant in the amount of \$14,500 (July 1, 2012 through June 30, 2013). All members voted aye, motion carried. This grant is level funding from last year.

b. IL Breast and Cervical Cancer Grant

Dr. Williams moved and Luci Hoover seconded to approve the renewal of the Breast and Cervical Cancer grant in the amount of \$525,360 (July 1, 2012 – June 30, 2013). This grant is approximately 18% less than last year. The Board asked questions regarding how this reduction will affect client services, with answers from the staff. Staff are concern that the reduction will increase the client waitlist and some cancers may be found too late. Mr. Bacon commented that this is a cost effective program in screening of women for early detection of cancer. Angie Goral

expressed appreciation of the program. After hearing comments from the Board all members voted aye to approve the renewal of the Breast and Cervical Cancer grant, motion carried.

c. Potable Water Program Grant Renewal

Dr. Lewis moved and Jim Powers seconded to approve the renewal of the Potable Water Program in the amount of \$13,500 (October 1, 2012 – September 30, 2013). All members voted aye, motion carried. This grant is level funding from the previous year.

d. Public Health Emergency Preparedness Grant Renewal

Angie Goral moved and Luci Hoover seconded to approve the renewal of the Public Health Emergency Preparedness(PHEP) grant renewal in the amount of \$185,815 (August 1, 2012 – June 30, 2013). The Board asked questions regarding the increase in funds with Mr. Guedet responding that the grant had decreased over the years. This year funds have increased (approximately \$14,000) and the deliverables in the grant have also increased substantially. All members voted aye to approve the Emergency Preparedness grant, motion carried.

e. Lead Poisoning Case Management / Environmental Health Services Grant

Dr. Lewis moved and Dr. Williams seconded to approve the renewal of the Lead Poisoning Prevention Casement Management and Environmental Investigation grant in the amount \$25,376 (July 1, 2012 through June 30, 2013). Angie Goral provided positive comments regarding the success of this grant and staff answered questions regarding screenings. After hearing comments, all members voted aye to approve the lead grant, motion carried. This grant presents an increase in funds when compared to the previous year.

f. Refugee Grant – Administrative

Dr. Lewis moved and Dr. Williams seconded to approve the renewal of the Refugee Grant – Administrative Services) in the amount of \$128,799 (July 1, 2012 – June 30, 2013). After comments, all members voted aye to approve the Refugee Grant, motion carried. This grant is level funding when compared to the previous year

g. We Choose Health Grant

Dr. Williams moved and Jim Powers seconded to approve the We Choose Health Grant in the amount of \$296,472 (August 15, 2012 – July 31, 2013). This grant was presented as the presentation at last month’s Board meeting. Mr. Bacon commented on the focus of the grant (reducing obesity and tobacco use), initial target group (school-age population, their faculty, and parents), and chronic disease in general. After comments and questions from the Board all members voted aye to approve the We Choose Health Grant, motion carried.

POLICY COMMITTEE BUSINESS.....No Meeting

1. Approval of September 11, 2012 Personnel Committee Minutes

Dr. Lewis suggested the September 11 Personnel Committee minutes be approved at their next Committee meeting.

The Personnel Committee met on Tuesday, September 11 to review the administrator's evaluation form in light of their notes and comments from last year. Editorial changes to the evaluation form were suggested at the September 11 meeting. Dr. Lewis has made the changes and this form has been sent to Liz Asprooth, WCHD's HR Manager, to convert into a survey tool. The tentative timeframe will be to get the evaluation survey form out to the Board in October so that the results of the evaluation can be put together and presented to the Board in November. The evaluation is to be completed by December, which is the anniversary date of the goals for the evaluation period.

QUALITY IMPROVEMENT AD HOC COMMITTEE.....No Meeting

1. Meeting Notes (no action required – Info only)

Notes from the Quality Improve unofficial meeting were included in the BOH packet for info.

2. WCHD's Quality Improvement Plan Version 2

Jim Powers commented that the QI Committee reviewed the second draft (Version 2) of the Quality Improvement Plan and this draft Plan is now being presented to the Board for their review. Mr. Powers walked the Board through the table of contents of the document and referred to the attachments that are part of the Plan. These attachments provide the background and groundwork for future efforts in regards to various trainings, and tools for assessing the training. This Plan is supported by groundwork that has been done at the national level to create public health competencies that staff are expected to provide and the assessment tools to adequately evaluate and focus training. The narrative (first ten pages) is the core of the Plan (*Introduction, Purpose, Context / Environment, QI Initiative/Activities, Reporting / Communication Structure – Roles and Responsibilities, Staff Training, Indicators of Progress, References*).

Mr. Bacon commented that quality improvement efforts started back in 2009 with the BOH's development of strategic ends for WCHD. Some of the key elements the Department has taken in an effort to achieve the ends are the development of the balanced scorecard, restructuring of the Department from seven Division to four Centers and bringing six facilities into two buildings with the purpose of being more integrated and focused on meeting the strategic ends. Mr. Bacon further commented that this QI Plan brings structure to the strategic ends initiative and reinforces the Board's commitment to assure that one of Department's primary purposes is to assure quality services to our community, laying out the measures to be monitored. He also noted that the Plan complements our strategic plan, Community Health Improvement Plan and all are linked together by our Community Health Needs Assessment. Mr. Bacon also believes that the Department has a good start on creating a culture that continues to focus movement

towards improvement and accountability of services and recognizing those who are achieving that goal.

Mr. Powers is asking the Board's assistance in reviewing the Plan's first ten pages and provide feedback to him and Mike Bacon by October 1. This would allow for any adjustments to be made prior to the next Board meeting. It is the hopes of the QI Committee to bring the Plan to the Board for a vote at the October meeting.

Mr. Bacon and the Board thanked the management team for their outstanding commitment to moving quality improvement efforts forward. President McGroarty thanked Jim Powers and the Quality Improvement Committee for their work on this project.

NEW BUSINESS:

Nominating Committee Report

The Nominating Committee will provide a report at next month's meeting.

President McGroarty informed the Board that when the slate of officer is presented next month, perhaps this would be the opportunity for Committee members to switch Committees, if they so choose, to something that is of more personal interest to them.

UNFINISHED BUSINESS: NONE

PUBLIC PARTICIPATION:

Update - FY 2013 Budget

Mr. Bacon spoke of a concerning issue regarding the attempt of several County Board members to propose an amendment to the County Finance Committee to reduce the Health Department's FY 2013 budget by \$300,000. The stated intention of this proposed reduction is to create an increase in the County fund balance for the use in economic development projects. The County Finance Committee will hold a meeting on Thursday September 20 to discuss and perhaps vote on the proposed cut to the health department and other county agencies' FY2013 budget. Mr. Bacon commented that WCHD's budget and staff have continued to decline since 2009 (budget down ~ \$2.7M and staff down 29%). Even with the financial stress WCHD has faced, through creativity and dedication to public health, most services have been able to be sustained and the Department has work together to be responsible stewards of public dollars that support these services.

Mr. Bacon has met with County Chairman Scott Christian and Steve Chapman and responded in detail to questions from some of the County Board members regarding the Department's finances and services. Although the requested information has been provided to the County, Mr. Bacon is still unclear as to where some members of the County Board feel WCHD is over funded. Mr. Bacon also commented that there seems to be a misunderstanding that the Health Department has an increased budget proposed in 2013, but this is not the case. Mr. Bacon answered questions from the Board of Health regarding numbers served, funds (levy, fees, grants)

To try and understand the logic of how this matter may have surfaced, the Board welcomed the participation of John Guevara, County Board member, to provide some explanation to the BOH in addressing this concern. Mr. Guevara commented that the discrepancy came from actual spending (forecast) for FY2012 and what was budgeted for FY2013. Therefore, the proposed changes are based on actual spending projections for 2012 for every department and not budget-to-budget (FY'12 vs. FY'13). Mr. Guevara also explained that the levy support is proposed to be cutback in an effort to keep the local tax rate for the entire county budget close to the rate for the current budget year.

Board of Health members will be contacting County Board members to express their support of WCHD's current proposed budget and see what questions can be responded to in order to assist in a reasonable decision regarding this matter. Per the Board of Health' request, Mr. Bacon will provide the Board of Health with facts of the Health Department services and finances as background information when contacting County Board members.

The Board of Health expressed appreciation to Mr. Guevara (County Board and County Finance member) for attending the meeting and the helpful discussion with the Board of Health regarding this matter.

Mr. Bacon further commented on the importance of public health in reducing health care cost and quality of life and the health challenges we face in our community and its economic development implications.

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

EXECUTIVE SESSION: None

There being no further business, Jim Powers moved, Dr. Lewis seconded and all voted aye to adjourn the meeting at approximately 8:40 p.m.

Approved by the Board of Health October 16, 2012
DATE

James Powers, Secretary
Winnebago County Board of Health