

Winnebago County Board of Health
Tuesday, August 20, 2013 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

PRESENT: Angie Goral, Dr. John Halversen, Dr. David Helland, Luci Hoover, Ronald Gottschalk, Dr. Patricia Lewis, Dr. Steven Lidvall, James Powers

ABSENT: Daniel Saavedra, Ann Thompson-Kelly, Dr. Allen Williams

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

President Steven Lidvall called the meeting to order at approximately 6:35 p.m.

SETTING THE AGENDA: President Lidvall called for any changes to the agenda, hearing none the agenda was set as presented.

INTRODUCTION OF GUESTS / PUBLIC PARTICIPATION: Welcome to Jeffrey Wang, presenter at tonight's Board meeting.

APPROVAL OF MINUTES: James Powers moved and Ronald Gottschalk seconded to approve the July 16, 2013 Board of Health minutes as presented, with all members voting aye, motion carried. Jim Powers moved and Dr. Lewis seconded to approve the executive session minutes of July 16, 2013 as presented, with all members voting, motion carried.

PRESENTATION: Mr. Bacon introduced Jeffrey Wang, a graduate of the gifted program of Auburn High School and while there he was part of the epidemiology program facilitated by CDC and has an ongoing interest in this subject. Jeffrey is currently a dual degree Baccalaureate and Master's degree student at Harvard University and just finishing a summer internship at UC Berkeley.

Mr. Wang provided an update of the trends and disparities in homicide and suicide in Winnebago County 1968 – 2010. Jeffrey volunteered to undertake this study at the request of WCHD and through his resourcefulness completed this work largely over the 2012 / 2013 University holiday break. In summary, Jeffrey's presentation identified major risk groups for homicides and suicides; showed that firearm-related homicides are on the rise, whereas firearm-related suicides are declining; no clear trends between Firearm Permit Issuance and firearm-related crimes; possible implication that homicide problems are reflective of a more general epidemic of violence. Mr. Wang's suggested future direction for this study would be to establish a local database for homicides and suicides in conjunction with Rockford Police Department and local hospitals; investigate relationship between number of recovered illegal weapons and homicides; develop intervention and education strategies to deter violent activity among teens.

ADMINISTRATOR / CENTER REPORTS: Center reports were included in the Board packet for the member's information.

Mr. Bacon highlighted several points in each of the center reports. The Health Department's Health Protection and Promotion (HPP) and Environmental Health Improvement (EHI) Centers are wrapping up the report on the *Pseudomonas aeruginosa* infection outbreak (i.e. ear piercings). Mr. Bacon and the Board complimented the Center staff and Attorney Charlotte LeClercq for their extra efforts and outstanding work in this investigation. Thank you to Kara Biery for her epidemiology work and writing the investigation report regarding this.

Dr. Lidvall and Mr. Bacon commented that the County Board has just this month appointed a new Board of Health member, Susan Fernandez (*Administrator - OSF Medical Group and Executive Director – Accountable Care Services*), to fill the open position on the Board. The Board looks forward to meeting Ms. Fernandez at the next meeting.

The Department has been informed that WCHD has received the In-Person Counselor grant – enrolling eligible community resident for either public or private health insurance coverage through the Illinois Insurance Exchange. The Department will be partnering with eight community partners regarding this grant project. The State will host the first face-to-face trainings for this initiative in September for the Winnebago County community and surrounding area. After the training process, there is a requirement to pass an exam to be certified to do the education, counseling and outreach. There will also be an additional requirement of 20 hours of on-line training and follow-on exam.

Luci Hoover thanked Larry Swacina for his help in disposing of an old oxygen tank.

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 chairing this part of the meeting.

1. Review of Financial Reports:

Various financial reports for the month of July 2013 were presented, reviewed and referred for audit.

Dr. Helland moved and Luci Hoover seconded for approval of total health fund expenditures for the month of July 2013 as follows:

Health Fund..... \$1,013,452.94

1. Major Expenditure Requests: Leading Edge, Succession Planning

Dr. Lewis moved and Dr. Helland seconded to approve an expenditure not to exceed \$12,500 to acquire the service of Leading Edge Consulting services for succession planning / recruitment. After the Board asked a question regarding the start of this initiative, with Mr. Bacon commenting; all members voting aye, motion carried to approve the Leading Edge Consulting services expenditure not to exceed \$12,500. Motion carried.

Mr. Bacon reminded the Board that one director will be retiring this fall and because of our aging workforce and years of services, other key staff could be leaving sometime within the next year or two. He also commented that this will be a real transitional period for the agency and an important period to have a steady, informed and experienced leadership from the Board.

POLICY COMMITTEE.....No Meeting

1. REVIEW / AMENDMENT OF BOARD OF HEALTH BYLAWS

The Bylaws were included in the Board packet as a follow up to the discussion last month, particularly triggered by the quorum issue. Since that meeting, Attorney LeClercq has thoroughly reviewed the Bylaws and provided suggested wording modification regarding the definition of a quorum for the Board's review.

The Bylaws generated discussion around Article III Meetings, # 4 regarding member unexcused absenteeism from Board meetings (missing three consecutive meetings) being subject to request for resignation from the Board. Thoughts and comments of how this wording should be amended... should it be omitted from the Bylaws, how a pattern of absenteeism should be addressed, etc. was discussed. This area of the Bylaws will be discussed at the next Board meeting.

To give the Board time to review the Bylaws for any other suggested amendments and in accordance to the Bylaws, two members of the Board (Ronald Gottschalk and Dr. Lewis) signed the current amended Bylaws as presented to be brought back to the next Board meeting for a vote after the members have had a chance to study the Bylaws for either approval or other suggested changes.

PERSONNEL COMMITTEENo Meeting

QUALITY IMPROVEMENT COMMITTEE.....July 23, 2013

MINUTES OF QI COMMITTEE MEETINGS OF JULY 23, 2013

Dr. Lewis moved and Dr. Lidvall seconded to accept the Quality Improvement Committee minutes of July 23, 2013 as presented. All members voted aye, motion carried.

Mr. Powers, chairman of the Quality Improvement Committee, highlighted some of the items in the July 23 minutes. The Committee is pleased with the progress of WCHD's Quality Council.

Mr. Powers commented on the projects that the Quality Council is involved in (Vital Records Project, Huddle Project, Length of Visit Project (Women's Health). It is Mr. Power's hope that at a future Board meeting there could be a presentation regarding the process of these projects for full Board awareness.

Another part of the Quality Council report was in regards to the QI training and how this training has been integrated into routine staff meetings at every level within the organizations. The Council is increasingly viewing participation in an individual QI project as one of the best ways to deliver QI training. A pocket guide "The Public Health Memory Jogger II" has been purchased for any staff that join a QI project team. The handbook provides a variety of tools and resource to promote a continuous improvement process.

The Balanced scorecard update (status through June 2013) was reviewed by at the Quality Improvement Committee meeting and provided in the Board packet. The Committee feels that the balanced scorecard is moving along as hoped. Staff made comments regarding the report status, modifications regarding target measures, etc.

NEW BUSINESS / OTHER MATTERS:

1. APPOINTMENT OF NOMINATING COMMITTEE

President Lidvall asked for volunteers to be on to the Nominating Committee to recommend a slate of BOH officers. A Nominating Committee is assigned annually and officer positions have historically been selected for a for two-year term. The volunteers for this Committee are: Dr. Halversen (Chair), Dr. Lewis, and Ronald Gottschalk. This Committee will report at the next meeting.

UNFINISHED BUSINESS: NONE

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

Mr. Bacon announced that in the Rockford Chamber August issue of "The Voice" the Chamber Board honored Daniel Saavedra and company, Saavedra Gehlhausen Architects. The company made the Hispanic Business 500 list in 2012. Congratulations to Mr. Saavedra!

EXECUTIVE SESSION: None

There being no further business, the meeting adjourned at 7:45 p.m.

Approved by the Board of Health September 17, 2013
DATE

Ronald E. Gottschalk, Secretary
Winnebago County Board of Health