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JO DAVIESS COUNTY HEALTH DEPARTMENT

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JO DAVIESS COUNTY HEALTH DEPARTMENT BOARD OF HEALTH

Wednesday, April 1, 2015 at 7:00 PM

Jo Daviess County Health Department Conference Room

Call to Order:

Jim Lander, President of the Board of Health, called the meeting to order at 7:06 PM.

Roll Call:

Present: Jim Lander, Ron Lubcke, Greg Stauder, Jim Vormezeele, Karen Scheele, Dr. G. Allen Crist, Dr. Ralph Losey and Bill Bingham, County Board Representative

Absent: Elizabeth Blair and Dr. Stephen Petras

A quorum was established.

Others Present: Matt Calvert, Lori Stangl, Evelyn Folks and Dan Gilbert, Deputy State's Attorney

At this time, Jim Lander welcomed Dan Gilbert, Deputy State's Attorney to the meeting.

Citizen's Comments: None

Unfinished Business: Review and approval of the minutes from the February 4, 2015 meeting

1. Dr. G. Allen Crist motioned to approve the minutes, as presented. Second by Ron Lubcke. All in favor, motion passed.

New Business:

1. Welcome to Dr. Ralph Losey. His term will officially end on April 30, 2017.

Dr. Ralph Losey was welcomed to the Board of Health. He was appointed to the Board of Health by the County Board on February 10 and his term will continue until April 30, 2017. Dr. Losey is filling the seat of Laura Duerr and will assume the role of Medical Advisor to the Board of Health when Dr. G. Allen Crist completes his term on May 31, 2015. Everyone introduced themselves to Dr. Losey and gave a little information on their background. Dr. Losey has been a physician for over 30 years. He is currently the Chief Medical Officer at Midwest Medical center and has lived in Galena for 4 years.

2. Discussion and possible action on Kim Barrett and Gary Jobgen for BOH membership

Lori Stangl, Interim Administrator informed the Board that Kim Barrett is interested in serving on the Board of Health. Kim is a nurse at Midwest Medical Center. Jim Lander, Board of Health President, told the Board members that Gary Jobgen was also interested in volunteering on the Board. Gary was employed by the Health Department many years ago and will be retiring from Mercy Medical Center as a psychiatric nurse. His term would begin on June 30, 2015, when Jim Lander leaves the Board. Bill Bingham, County Board Representative, motioned that both Kim and Gary be recommended and forwarded to the County Board for consideration as Board of Health Members, second by Dr. G. Allen Crist. All in favor, motion passed. Bill Bingham will complete the necessary paperwork and submit their names to the County Board for approval and appointment.

3. Discussion on requirements for OMA (Open Meetings Act) for BOH Members

Bill Bingham brought information on the registration for the State of Illinois, Attorney General's website for the required Open Meetings Act training. All members of a public body board, either elected or appointed, must complete on-line training. The training is required once during a term or appointment. Information and instructions are available at <http://foia.ilattorneygeneral.net>.

4. **Discussion regarding position openings (Home Health Care Nurse and Associate Sanitarian)**

The Environmental Health Programs have advertised for an open associate sanitarian position. A total of 31 applications were received and 7 were interviewed. References are now being checked and the Department hopes to hire soon. Home Health Care has received notice from Tana Jones, RN, BSN, that Friday, April 4, will be her last day. Advertising for that position has been placed.

5. **Program Reports**

A. **Environmental Health**

Matt Calvert, Director of Environmental Health, reported that staff have been extremely busy. Bed & Breakfast inspections for the City of Galena have been completed. He distributed program statistics for food, water and sewage programs. The first geothermal well was installed. Field staff have also completed pesticide, water and sewage training. The food safety program has received its annual audit by IDPH and was found to be in compliance. Matt also distributed the financial report for the first quarter showing the fees received for services and annual licenses.

B. **Home Health Care Program**

Katie Meusel, Home Health Care Coordinator, reported that Richard Peelo, the cost accountant for the agency, had made his annual visit/program audit. He reported that in FY2014, the Agency did show a profit and was in stable financial condition. The program has shown a decrease in long-term care patients with Medicare insurance, but increased its number of VA patients. The overall numbers of patients are consistent with last year. Katie has or will be meeting with all physician's offices to review the requirements for paperwork/orders to stay in compliance with new Medicare regulations.

C. Immunizations, Communicable Disease and Miscellaneous

Lori Stangl reported that monthly immunization clinics continue to be well attended. She and Collette Hoagland, RN, will be attending a training in late April to learn the new rules and regulations regarding the adult vaccines from the CDC.

The hope is to have all forms in place to start adult vaccines in May. It is anticipated that the fees will be the same as the Vaccine For Children's (VFC) program. The adult vaccines will be for adults that are underinsured or with no insurance. Standing orders and policies will need to be developed before the adult immunizations can begin.

Communicable Disease has had low activity this quarter. A few cases of flu and some animal bites have been reported. Education on ticks and lime disease has started.

The Medical Reserve Corp (MRC) held a meeting in February. The group now has 15-18 members.

PHEP/Emergency Planning- Lori and Collette attended a table-top drill on e-bola at Kishwaukee College in Malta. The train derailment presented the opportunity to activate some MOU's (Memorandum of Understanding) for the porta-potty's at the Depot parking lot.

The Jo Daviess County Obesity Coalition took part in the Health Summit, in Elizabeth, again this year. The booth was well attended and water bottles with the slogan "Rethink Your Drink" were distributed. The Coalition has now collected 4 full years of BMI data from the county schools. The information will now be given to the schools to show the documented results of the study. Special thanks go to the schools for participation and to Bill Bingham, Coalition member, for setting up the spreadsheets and tabulating results.

6. Financial Reports

A. Home Health Care

Home Health Care Fund budget print-outs were reviewed. No questions or concerns were voiced. Visit totals were also reviewed.

B. Public Health

Public Health Fund budget reports were reviewed. Evelyn Folks, Public Health Office Manager, noted the overages in Unemployment Compensation and Publishing lines and explained the reasons. She also reported that even though some of the State payments are still slow, the Emergency Planning grant payments are very timely.

**7. Discussion of the Jo Daviess County Health Department IPLAN 2015- 2020
Community Health Needs Assessment and Community Health Plans**

Lori Stangl reported that she has not had any communication regarding the IPLAN but did not anticipate any issues.

8. President's Comments

Jim Lander reminded all members that they should have received their "Conflict of Interest" statements from Jean Dimke, Jo Daviess County Clerk. They need to be completed and returned to Jean before the end of April.

Jim also reported that all of the cases filed against the Health Department by the previous administrator have been dismissed.

Jim took part in the IALBOH (Illinois Association of Boards of Health) teleconference. The governor has cut cancer screening dollars from the budget which will put many Jo Daviess County women at risk. The program provided money for uninsured/underinsured women to receive cervical cancer screenings and mammograms.

Jim will not be returning for another term on the Board of Health. The current term ends on June 30, 2015. He said he has had some health issues but is fine now. He wants to "just relax". He will have served 5 terms (15years) on the Board but will be glad to help out if needed.

9. Citizens' Comments: None

10. Closed Session:

Bill Bingham motioned to move to closed session at 7:50 PM, reading the statement below. Second by Ron Lubcke. Voice roll call was taken, all in favor. Motion passed. Dan Gilbert, Deputy State's Attorney and Evelyn Folks, Recording Secretary, will also be at the Closed Session. All others left the room.

A. Personnel section 2(c)1

"The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."

Topics of discussion: Review qualified candidate/s for Public Health Administrator position

At 7:59, Bill Bingham motioned to leave closed session and return to Open session, second by Dr. G. Allen Crist. Voice roll call was taken, all in favor, motion passed.

At 8:00 PM, the Board moved back to Open Session. Voice roll call was again taken. Lori Stangl, Interim Administrator, re-entered the session.

10. Possible action as a result of closed session

No action was taken as a result of the Closed Session.

12. Next Board of Health Meeting

The next regular Board of Health Meeting is scheduled for Wednesday, June 3, 2015 at 7 PM. A “Special” meeting may need to be called, dependent on the results of the Jo Daviess County Public Health Administrator Search Committee. All BOH members will be notified of any such meeting once a decision has been made.

13. Citizens’ Comments: None

14. Adjourn: With no other business to discuss, Bill Bingham motioned to adjourn, second by Ron Lubcke. All in favor, motion passed.

Jim Lander, Board of Health President adjourned the meeting at 8:11 PM.

Ron Lubcke, BOH Secretary

Date