



Jo Daviess County Health Department • 9483 US Rt. 20 West • P. O. Box 318 • Galena, Illinois 61036 • (815) 777-0263

Jo Daviess County Board of Health Meeting

Wednesday, August 5, 2015 at 7:00 pm in the Jo Daviess County Health Department Conference Room

1. **Call to Order:** Ron Lubcke, President of the Board of Health called the Meeting to order at 7 PM in the Conference Room of the Jo Daviess County Health Department.
2. **Roll Call: Present:** Kim Barrett, Dr. Ralph Losey, Ron Lubcke, Dr. Stephen Petras, Karen Scheele, Greg Vormezeele and Bill Bingham, County Board Representative. A quorum was established.

**Absent:** Elizabeth Blair and Greg Stauder

**Others present:** Lori Stangl, Matt Calvert, Elizabeth Kane, Evelyn Folks, Ron and Jeannie Norman

3. **Approval of Minutes**

- a) **Minutes from June 24<sup>th</sup>, 2015 Board of Health meeting.**

Bill Bingham motioned to approve the minutes from the June 24, 2015, Board of Health Meeting, as presented. Second by Jim Vormezeele. Voice vote was taken and all were in agreement. Motion passed.

4. **Citizens' Comments**

Jeannie Norman spoke to the Board and reviewed the concerns that she, her family and neighbors had voiced at earlier meetings about land application of raw sewage. She also thanked the Board and the Environmental Health Committee for their concern and direction during this process. Ron Lubcke mentioned that later agenda items will be addressed in the meeting.

5. **Unfinished Business:** None

Greg Stauder joined the meeting at 7:05 PM.

6. **New Business**

- a) Discussion and possible action to approve the Amended Jo Daviess County Board of Health Bylaws

The Board had received the "draft" Board of Health Bylaws in their meeting packets, giving them time to review. Bill Bingham reviewed the need to have reviews and/or revisions every two (2) years. Dan Gilbert, Deputy State's Attorney, has been an integral part of

discussions and has contributed a tremendous amount of time and effort in the revisions presented. Jim Vormezele motioned to approve the Amended Jo Daviess County Board of Health Bylaws, second by Kim Barrett. Voice vote was taken and all were in favor. Motion passed.

b) Discussion and possible action to approve the Jo Daviess County Health Department Home Health Care 2016FY Budget

The Board reviewed all three (3) of the Home Health Care Fund budgets (Home Health Care Fund 026, HHC Memorial Fund 022 and HHC Capital Equipment Fund 054). Bill Bingham motioned to accept the recommendation of the Home Health Care Advisory Committee and the BOH Finance Committee and approve the budgets, as presented. Second by Dr. Stephen Petras. Voice vote was taken, all in favor. Motion passed.

c) Discussion and possible action to approve the Jo Daviess County Health Department Public Health 2016 FY Budget

The Board reviewed all four (4) of the Public Health Fund budgets (Public Health Fund 003, Public Health Emergency Preparedness Fund 005, PH Catastrophic Fund 046 and PH Capital Fund 055). Dr. Stephen Petras motioned to accept the recommendation of the BOH Finance Committee and approve the budgets, as presented. Second by Bill Bingham. Voice vote was taken, all in favor. Motion passed.

d) Discussion and possible recommendation from the Environmental Health Committee to the Board of Health to recommend that the City of Galena accept septic system waste.

The Environmental Health Committee made a recommendation to the Board of Health to recommend that the City of Galena accept septic system waste. Bill Bingham, a member of the Committee, commented that many things related to the land application of raw sewage needed to be explored. The first step is to formally request that the City of Galena begin accepting pumper waste at the municipal facility. The EPA 503 Sludge Rule regarding land application needs to be clarified and defined as it relates public nuisance, but this is a logical first step. Only two (2) of the sixteen (16) licensed pumpers in Jo Daviess County land apply. Bill Bingham motioned that the BOH accept the recommendation of the EH Committee to recommend that the City of Galena municipal facility accept the waste, second by Dr. Ralph Losey. Voice vote was taken, all in favor. Motion passed.

- e) Discussion and possible action to request that the City of Galena accept septic system waste.

Dr. Stephen Petras motioned that Elizabeth Kane, Health Department Administrator, in consultation with the Environmental Health Program, draft an official letter to the City of Galena to recommend that the municipal facility accept the waste, second by Dr. Ralph Losey. Voice vote was taken, all in favor. Motion passed.

- f) Discussion and possible action to approve the transfer of Animal Control from the Highway Department to the Health Department beginning the 2016FY.

Elizabeth Kane, Administrator, has had several meetings with Steve Keef fer in regards to the Animal Control Program. At one point, Animal Control was housed at the Health Department facility. A number of years ago, it was moved to the Highway Department facility. Elizabeth also attended the Public Works Committee Meeting where the consensus was that the program should be moved back to the Health Department. Most Animal Control Programs in the State are located at health departments. Because of staffing issues at Animal Control, some lack of communication has occurred regarding animal bites, etc. If the transfer should be approved, Communicable Disease Program, which is part of investigations, would only be down the hall. After discussion, Dr. Stephen Petras motioned to approve the transfer of Animal Control from the Highway Department to the Health Department at the beginning of the 2016 fiscal year, which would be December 1, 2015. Second by Dr. Ralph Losey. Voice vote was taken and all were in favor. Motion passed.

- g) Discussion and possible action on a recommendation of the Home Health Care Advisory Committee to update the **Personal Appearance and Demeanor Policy.**

Elizabeth informed the Board that she felt that the official dress code of the Home Health Care Program nurses should be revised. The policy needs to meet OSHA standards. She also feels that appropriate attire is needed to reflect a proper image to the client and the community. The Home Health Care Advisory Committee approved the revisions to the policy on July 30, 2015 at their meeting and voted to move it forward to the BOH for review. Bill Bingham motioned to accept and approve the Personal Appearance and Demeanor Policy, as presented. Second by Kim Barrett. Voice vote was taken and all were in agreement. Motion passed.

## **7. Financial Reports**

a) Home Health Care

BOH members reviewed the most recent financial reports for the Home Health Care Program. Visit frequency, caseload and year-to-date visit totals were discussed. No other questions or concerns were voiced.

b) Public Health

Public Health Program financial reports were reviewed. Grant dollars are slow coming in because the State of Illinois has not yet passed a budget. No other questions or concerns were voiced.

**8. President's Comments**

Ron Lubcke expressed his "Thanks" to the Environmental Health and Finance Committees for their work over the last month. He also encouraged all of the Board members to visit the NALBOH (National Association of Local Boards of Health) website and take advantage of the resources available.

**9. Administrator's Comments**

Elizabeth spoke briefly about her visits to Stephenson and Whiteside County Health Departments. Both of the agency administrators spent time with her, giving advice and direction. She stated that if any member had the opportunity to visit another health department, she would certainly encourage them to do so. Home Health Care will have a new coordinator starting Monday, August 10. She has seventeen years of experience. The Health Department has also applied for a Tanning grant, PHEP Ebola grant and an Asthma grant that would provide funds for public education. The Agency is also exploring the possibility of reinstatement of the WIC and Family Case Management Programs.

**10. Citizens' Comments**

The Norman's expressed their thanks for looking into a possible solution to the land application of raw sewage.

**11. Other:** None

**12. Next Board of Health Meeting: Wednesday, October 7, 2015 at 7:00p.m.**

**13. Adjourn**

With no other business to discuss, Dr. Ralph Losey motioned to adjourn the meeting, second by Bill Bingham. All in favor.

Ron Lubcke, President, adjourned the meeting at 8:20 PM.

---

Board of Health Officer

---

Date