



Public Health
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JO DAVIESS COUNTY HEALTH DEPARTMENT

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JO DAVIESS COUNTY HEALTH DEPARTMENT BOARD OF HEALTH

Wednesday, February 4, 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 PM.

Roll Call:

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

Absent: Elizabeth Blair

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: None

Review and approval of the minutes from the December 10, 2014 meeting – Dr. G. Allen Crist motioned to approve the minutes, as presented. Second by Ron Lubcke. All in favor, motion passed.

New Business:

1. Discussion on physician recruitment

Dr. G. Allen Crist, Medical Advisor for the Jo Daviess County Board of Health, informed the Board that he had spoken with Dr. Ralph Losey, Chief Medical Officer at Midwest Medical Center, about becoming the Medical Advisor to the BOH at the end of his term in May 2015. Dr. Losey has agreed. He resides in the Galena area. Dr. Crist motioned to submit Dr. Losey's name to the County Board for appointment, second by Ron Lubcke. All in favor, motion passed. An official request will be sent to Ron Smith, County Board Chair, to appoint Dr. Losey at the next County Board Meeting.

2. Discussion and possible action on approval of an agreement for CPR/AED

Instructor

Lori Stangl, Interim Administrator, explained that Deb Heidenreich has served the Agency since 2009 as a CPR/AED instructor. Since she only works 10 hours or less per year, her classification will change from employee to Independent Contractor Status. She conducts annual CPR/AED training for the employees and has also instructed the Medical Reserve Corp members. Ron Lubcke motioned to approve the agreement, as presented, second by Jim Vormezele. All in favor, motion passed.

At 7:05 PM, Dr. and Mrs. Stephen Petras entered the meeting.

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

Lori Stangl informed the Board that all members of a public body board, either elected or appointed, must complete on-line training through the Illinois Attorney General's Office. 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 (Administrator and Associate Sanitarian)

The Board was notified that position opening advertisements have been placed for both the Administrator and Sanitarian/Associate Sanitarian. Administrator applications are due at the County Administrator's Office on February 16. The Sanitarian applications are due at the Health Department by February 23.

5 **Program Reports**

A. Environmental Health

Matt Calvert, Director of Environmental Health, distributed final FY2014 inspection statistics for the program. The Year-to-date revenue (fees) were also reviewed. Food service establishment inspections have been started. Bed & Breakfast inspections in Galena are scheduled for March. The Tanning and Non-Community Drinking Water Grants have both been submitted. The Illinois Department of Public Health (Rockford Regional Office) was at the Agency to complete the water & Sewage Program Audit. The Program was in compliance. The Food portion of the audit has yet to be scheduled. The Local Health Protection Grant (FY16) is due by February 20. Chuck Pedersen, EMA Coordinator for Jo Daviess County, and Matt have been meeting with and securing MOU's (Memorandum of Understanding) with Dubuque and Jo Daviess County resources for emergency and/or disaster assistance with needed supplies. This includes bottled water, hand sanitizer, portable toilets, hand washing stations, municipal/village water and trucks to transport the water.

B. Home Health Care Program

Katie Meusel, Home Health Care Coordinator, reviewed the year-end report of visits and services provided by HHC. Visits were down in the last quarter due to short staffing (both medical and maternity leave). The last 2 weeks have shown increased referrals. New face-to-face forms (5 pages each) and other paperwork was introduced and required on January 1. The forms are very cumbersome and will be a problem for physicians to complete in a timely manner. Katie is working on an addendum that she hopes will move the process along. She also showed the Board a full page article, with pictures of staff and some clients, that was in the Galena Gazette promoting HHC.

C. Immunizations and Communicable Disease

Monthly Immunization Clinics continue to be well attended. Due to emergency procedures, if 2 nurses are available, some immunizations can be given to walk-in clients. The flu vaccine has been pre-booked for the Fall.

Communicable Disease activity is low. Warren has had 1 case of chicken pox, but no reported cases of measles in the County. Measles information has been sent to all schools in Jo Daviess County. Greg Stauder suggested a Public Service Article regarding all vaccinations, stressing the factual benefits not only to protect the child but everyone who might have contact with the child.

D. Other

The Jo Daviess County MRC (Medical Reserve Corp) now has 15 active members. The Program just received the \$3,500 grant payment.

An Public Health Emergency Preparedness table-top drill (EBOLA) will be held in March in Malta, IL.

Two new members have joined the Obesity Coalition. Bill Bingham was instrumental in developing a spreadsheet for recording BMI data from all schools in the County. The coalition now has 4 full years of data. The Coalition theme this year is “Rethink Your Drink”. Booths are planned for both the Health Summit and Earth Day events.

6. Financial Reports

A. Home Health Care

Year-end budget fund reports were reviewed. Unfortunately, HHC was unable to meet budget projections due to decreased patient load. The Program was understaffed, which also meant an increase in overtime for existing available nurses. No other questions or concerns were voiced.

B. Public Health

Year-end budget fund reports were reviewed. Evelyn Folks, Public Health Office Manager, reminded the Board that some adjustments would still be made (due to the accrual system used) but that FY14 should still be within approved budget parameters.

She also cautioned the members that in this fiscal year, several expense lines will be over budget. This is due to the advertising and costs associated with open positions at the Agency.

7. Discussion of the Jo Daviess County Health Department IPLAN 2015-2020/Community Health Needs Assessment and Community Health Plans (in progress).

A conference call was held in January with Tom Szyrka, IPLAN Administrator. A draft had been sent to him for review. His suggestion was to be more specific on data and collaborations with partners and coalitions. Tom thought that once those items were revised, the IPLAN should be approved. Revisions are in progress and will be resent in the next few days.

8. President’s Comments

Jim Lander, BOH President, took part in a conference call with NALBOH. Dr. Lamar Hasbrouck, IDPH Director, has left the State office and took a position with NACCHO as Director. The organization currently has 103 paid members and is in the process of updating the Agency newsletter and website. Jim also suggested a webinar that will be available on e-cigarettes. The NALBOH National Conference is scheduled for August.

Citizens’ Comments: None

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

Next Board of Health Meeting: The next scheduled meeting of the Jo Daviess County Board of Health is Wednesday, April 1, 2015 at 7 PM in the Health Department Conference Room.

Ron Lubcke, BOH Secretary

Date

