

JO DAVIESS COUNTY BOARD OF HEALTH

MEETING MINUTES

THURSDAY, APRIL 20, 2006

The Jo Daviess County Board of Health held a meeting on Thursday, April 20, 2006. The meeting was called to order at 7:00 p.m. by the Board of Health President Helen Kilgore.

Board of Health members present: President Helen Kilgore, Vice-President Jim Lander, Robert Chorak, DDS, Elizabeth Blair, Lloyd Callaway, MD, Laura Dwinells, Ed Kuhle, Beth Baranski, County Board Representative

Board of Health members absent: John Herting, Melissa Sargent, Michelle Sprengelmeyer, MD

Staff members present: Peggy Murphy, Heather Miller, Rose Imbus, Mairi Douglas

Welcome to Dr. Michelle Sprengelmeyer

Michelle Sprengelmeyer has been appointed to the Board of Health effective April, 2006. She was not able to attend this meeting.

Approval of March 2, 2006, Meeting Minutes

The March 2, 2006, Board of Health meeting minutes were approved with a motion by Beth Baranski and a second by Jim Lander.

Personnel Committee Report on County Handbook

The Board of Health Personnel Committee met with the County Board Executive Committee to discuss a unified handbook for all county employees. Differences related to health department employees that did not pertain to other county employees were reviewed. Differences were minimal. It was decided that differences in books be high-lighted and sent to Merri Berlage and Marvin Schultz and the Board of Health Personnel Committee. It was suggested that the States Attorney review these differences before the committees meet again.

County Board Approval for Family Case Management Remodeling Expenditures

The County Board approved by resolution to accept changes to health department budget to include revenue received and expenses that will be incurred with use of the family case management Medicaid match funds.

Public Health Foundation – Progress and Fees

Peg reported that she has met with Terry Kurt, States Attorney, regarding filing for 501c3 tax exempt status for the agency. Before incorporation papers can be filed, the committee had to have officers selected. The members volunteered for offices as follows: Peg Murphy, President, Karen Heinen, Vice-President, Mary Suddie, Secretary, and Nathan Vondra, Treasurer. Once the incorporation is set up, the committee can meet and then can apply for the 501c3. Terry encouraged the committee to include an attorney which Peg is in the process of recruiting. Terry Kurt said cost for the incorporation and tax exempt filing should be less than \$1,000. Discussion was held on where the money would come from to pay for these fees. A motion was made by Liz Blair with a second by Laura Dwinnells that the fees be paid from Foundation Funds. Motion carried.

Home Health Care Report

Mairi reported on home health care and visit frequencies were reviewed. It was noted that the number of visits vary from month to month. Staffing is adequate at this time.

Peg reported on the Home Health Cost Report that was recently completed by Richard Peelo. Mr. Peelo noted the home health care agency is top heavy because it has two supervisors with just two full time staff nurses. He said it may be necessary to adjust staffing. Peg is considering the need to eliminate one of the two supervisory positions (Director of Nursing or Nurse Coordinator). Since visit frequencies fluctuate from month to month, this decision would not be based on a short term period but over a six to nine month period.

Environmental Health Report

Heather Miller reported that they are waiting for the official report on the food, water, and septic program reviews. The Regional Officer who completed the reviews stated that there were no problems noted.

Waiting for Vector Control Grant, Heather had heard that the funds may be decreased this year. This grant is used for West Nile Virus prevention and Lyme Disease. Dead birds are still being collected and have been opened to any bird that perches. Only ones that cannot be collected are eagles and owls. Number collected is limited by area.

County tire collection will be held June 20 and 21. This year will accept tires on rims.

Liz Blair asked about bird flu. Heather stated that she has not heard of any yet. Agency is working on the emergency plan and will include plans for this and other emergencies such as pandemic flu.

Americorps Worker Program

Application Submitted / Approved for 2006/2007 Service Year

The agency has been approved as a host site for the 2006/2007 service year.

Appreciation of Current Americorps Worker

Christine Wahle has been the Americorps worker assigned to our agency for the past two years. Peg stated she has done a remarkable job working with Heather for the agency's emergency planning guide and other environmental issues. Peg suggested some type of appreciation may be appropriate for time spent at agency. Americorps workers receive a minimal salary and are required to pay their own expenses. They do receive a stipend to be used for higher education. Work and education prepares them for public health work. Dr. Callaway suggested asking Christine if there were something else that she would need instead of giving her a monetary gift. After discussion, a motion was made by Jim Lander with a second by Laura Dwinnells to give an appreciation gift of \$1,000 to Christine. Motion carried.

Family Planning Grant Increase for FY 2006 – Allocated additional \$1,500

The agency has received notice that the Family Planning Grant has been increased by \$1,500 for fiscal year 2006.

IDPH Bioterrorism Supplemental Grant Increase of \$15,000

The agency has received notice of a Supplemental Bioterrorism/Emergency Planning Grant in the amount of \$15,000 for fiscal year 2006. Money will be used to purchase computer equipment and for staff time to meet requirements of grant. The agency is waiting for approval of spending plan.

Illinois Department of Public Health Reimbursement for Time Spent Providing TB Services

Illinois Department of Public Health, TB Section, has reimbursed the agency for time spent with direct observation therapy of clients in this county. There has been an increase in the number of clients that have tested positive for TB and clients had to be observed taking medications.

Denise Seuring, RN, BSN, Received Scholarship to Attend the International TB Symposium in Chicago on March 2 to 4, 2006

Due to the increase in TB clients, Denise Seuring, Communicable Disease Nurse, was offered a scholarship to attend this meeting. Liz Blair asked why there was an increase in cases. Peg said the increase is due to older people having lower immune status and some cases are Hispanic clients. It is assumed the increase is due to the increase in the Hispanic population but many of the new cases are Caucasian.

Request for 10 million dollar Increase to Local Health Protection Grant

Legislators have been contacted and encouraged to support the request for an increase in the IDPH Local Health Protection Grant. This grant has not received any increases in many years.

Report on Town Hall Meeting

Peg reported that mostly social service agencies, law enforcement and school personnel attended this meeting. She was disappointed that more parents did not attend. This meeting was held for underage drinking prevention. The Committee sponsoring this meeting realizes that this will be ongoing education and prevention.

Board of Health Terms of Office

Terms of members were reviewed. Helen Kilgore's term will end in June, 2006 and she would like to have her name submitted for reappointment.

Time Off / Leave Request – Administrator and other appointed and hired Department Heads

Peg reported that she is now required to have her time off approved by County Board Chairperson.

Emergency Response added to all Health Department Job Descriptions

Employee's job descriptions have been revised to include emergency response duties.

Other

Peg reported that Omayra Giachello has been hired as the Regional Health Officer.

Liz asked how many dental reports were returned. Peg said that nine were sent out and three had been returned. One dentist is willing to give reports.

Next Meeting Date – Tuesday, June 20, 2006, at 7 p.m.

Noted that the next meeting will start the new schedule of Tuesday meetings.

Motion by Jim Lander with a second by Robert Chorak to adjourn at 8:01 p.m.

Robert Chorak, DDS, Secretary