

JO DAVIESS COUNTY BOARD OF HEALTH
AND
HOME HEALTH CARE ADVISORY COMMITTEE

MEETING MINUTES

THURSDAY, AUGUST 18, 2005

The Jo Daviess County Board of Health and Home Health Care Advisory Committee held a joint meeting on Thursday, August 18, 2005. 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, Elizabeth Blair, Dr. Lloyd Callaway, Robert Chorak, DDS, Laura Dwinnells, Ed Kuhle, Beth Baranski, County Board Representative

Board of Health members absent: John Herting, Melissa Sargent

Home Health Care Advisory Committee Members present: Sandra Callahan, Janet Werner, Norman Harris, Kathy Kautz

Home Health Care Advisory Committee Members absent: Pastor Kenneth Arndt, Evie Fleege, Howard Rowe, Michelle Sprengelmeyer, MD

Staff members present: Peggy Murphy, Heather Miller, Rose Imbus, Mairi Douglas, Fran Rosenthal, Allison Gillies

County Board Members present: Yerda Potter, Marge Montelius

Observers: Billie Nolan, Karen Heinen, Sue Grommes

Members were introduced and welcomed Laura Dwinnells to the Board of Health.

Unfinished Business

Approval of Board of Health Meeting Minutes – June 16, 2005

A motion was made by Beth Baranski and a second by Lloyd Callaway to approve the June 16, 2005, meeting minutes with one correction to a statement made by Heather Miller “that is not true that bats feed on mosquitoes”. Motion carried.

Approval of Home Health Care Advisory Committee Meeting Minutes – June 7, 2005

A motion was made by Janet Werner with a second by Norm Harris to approve the June 7, 2005, Home Health Care Advisory Committee meeting minutes. Motion carried

Reschedule of Golf Outing Fund Raiser

The Golf Outing fund raiser for the health department car seat program was rescheduled to September 17. Due to another event being held at the golf course that day the fundraiser has been rescheduled to October 1, 2005.

Shutters Installed

The shutters on the health department building have been installed. This was paid from the public health fund and not the capital improvement fund.

Dental Health Update and Public Aid Rates

The members reviewed the revised Medicaid Dental reimbursement rates.

Peg stated that she met with Dr. Chorak and discussed the proposal to reimburse the county dentists to provide services to low income, Medicaid clients, and those without insurance for exams or dental sealants. Dr. Chorak stated that dentists are seeing clients in these categories but when performing preventive care (exams) there is other dental work that needs to be taken care of also. After discussing this, Dr. Chorak advised that it may be more effective to contact the dentists and let them know that this was shown as a need in the County's Local Needs Assessment and encourage them to provide dental care to more Medicaid clients.

Health Department's Role with Advocating for Preventative Care

One of the needs addressed in the IPLAN is lack of access to dental care for low income, those without dental insurance and Medicaid clients. The health department's role is to be an advocate for clients to get the care needed.

New Business

Review of Proposed 2005-2006 Home Health Care Budget Including Home Health Memorial Funds

Discussion was held on the proposed budget for Home Health Care for fiscal year 2006. Beth Baranski questioned what the changes were that increased the expenses from the budget presented to Board of Health Finance Committee in July to the one that was being reviewed. Fran Rosenthal stated the proposed budget was refigured due to actual costs for fiscal year 2005. After review and explanation of the line items for revenue and expenses, a motion was made by Janet Werner with a second by Norm Harris to recommend the proposed fiscal year 2006 Home Health Care budget be approved. Motion carried.

The Home Health Care Memorial Fund proposed fiscal year 2006 budget was reviewed and approved for recommendation with a motion by Kathy Kautz and a second by Janet Werner. Motion carried.

Recommendation of Home Health Care Advisory Committee Regarding Home Health Care Budget

Jim Lander made a motion with a second by Dr. Lloyd Callaway to accept the recommendation from Home Health Care Advisory Committee to approve the proposed fiscal year 2006 budgets for Home Health Care and Home Health Care Memorial Fund. Motion carried.

Home Health Care Advisory Committee meeting adjourned at 7:50 p.m.

Review of Proposed Public Health 2005-2006 Budget Including Capital Investment and Bioterrorism Funds

The fiscal year 2006 proposed budget for public health was reviewed. The budget reflects staff returning to a 40 hour work week effective December 1, 2005. Dr. Callaway asked if the money received had to be spent by the end of the year. Peg stated that money not spent in one year is used for the following year's operational expenses. Yerda Potter asked if the deficit shown would be taken from fund balance carried over. Peg said that was correct.

The proposed fiscal year 2006 budgets for Capital Investment Fund and Bioterrorism Fund were reviewed and discussed.

Jim Lander made a motion with a second by Liz Blair that the proposed public health fund, capital investment fund, and bioterrorism fund budgets for fiscal year 2006 be approved as presented. Motion carried.

Home Health Care Up Date

Mairi Douglas, Director of Nursing, reported:

- Caseload for Home Health Care has doubled in the last two weeks, up to 44 clients
- Two nurses will be job sharing on a six month trial basis starting September 1
- OASIS is a 25 page document that needs to be completed on the admission visit for all clients – two nurses will be attending certification training and all nurses will have the opportunity to become certified. The answers from this form are what determines the amount of reimbursement.
- Updating policies and procedures
- Clarke nursing students will be here this fall beginning September 1 – observing patient care two days a week

Environmental Health Update

Heather Miller, Director of Environmental Health, reported:

- Number of well and septic permits issued report
- Conference call scheduled for Monday, August 22, on West Nile Virus. The number of confirmed cases is down throughout the state of Illinois.

Dr. Callaway asked if there were reports of Lacrosse encephalitis. Heather said she thinks so but did not have information. Denise Seuring, Communicable

Disease Coordinator, would have that information. Heather said there are areas in the county that are being monitored for mosquito breeding habitats.

Client Care Committee Report – Flu Vaccine Fee for 2005

Jim Lander reported that the committee met in July and reviewed survey results of other health departments on fees for flu shots. The Board of Health agreed to follow the recommendation of the Client Care Committee to charge \$20 for the flu vaccine for 2005. Peg said that she received confirmation of 1,200 doses of vaccine for the agency.

Report From Personnel Committee – Performance Review of Public Health Administrator

Beth Baranski reported that the Personnel Committee met in July and performed the administrator's annual evaluation.

Liz Blair commended Peg for the way she is following up on suggestions from staff evaluation.

IPLAN Report

Peg reported that the IPLAN report has not been approved yet. It has been sent to the State and is still in the review process.

Outcomes for Hypertension and Cholesterol Screening for 2005

Statistics for the Hypertension and Cholesterol Screenings were reviewed. June Freeman and the Galena Stauss Hospital provide an affordable test that meets the needs of the people. Mairi Douglas said that she hopes the agency can continue with this program. The fall Hypertension and Cholesterol Screening schedule was distributed.

Employee Drug Testing

Most of the staff has completed the drug testing.

Next Meeting Date – Thursday, October 20, 2005 – 7 p.m.

The next meeting will be on Thursday, October 20, 2005, at 7 p.m. Jim Lander noted that he will not be able to attend.

Other items

Marge Montelius said she was impressed with the budgets that were presented.

The meeting was adjourned at 8:35 p.m. with a motion by Jim Lander and second by Bob Chorak.

Robert Chorak, Secretary