

JO DAVIESS COUNTY BOARD OF HEALTH
JO DAVIESS COUNTY HOME HEALTH CARE ADVISORY COMMITTEE
MEETING MINUTES
TUESDAY, AUGUST 5, 2008

The Jo Daviess County Board of Health held a joint meeting with the Jo Daviess County Home Health Care Advisory Committee on Tuesday, August 5, 2008 in the Health Department Conference Room. The meeting was called to order at 7:02 PM by President Jim Lander.

Board of Health members present: Jim Lander, Elizabeth Blair, Dr. Lloyd Callaway, Peg Dittmar, Laura Dwinnells Duerr, Edwin Kuhle, Morris Bartot, Karen Scheele and Marge Montelius, County Board Representative.

HHC Advisory Committee members present: Sandra Callahan, Melody Campbell, Evie Fleege, Linda Nobis, Irene Logemann, Janet Werner and Peg Dittmar.

Staff Members present: Peg Murphy, Matt Calvert, Marcia Christ and Evelyn Folks

Others present: Yerda Potter, Jo Daviess County Board

OLD BUSINESS

Board of Health and Home Health Care Advisory Committee members introduced themselves and a special welcome was given to Morris Bartot, newest member of the Board of Health.

Peg Dittmar motioned to approve the Board of Health minutes from June 4, 2008, second by Liz Blair. All in favor, motion passed.

Peg Dittmar motioned to approve the HHC Advisory Committee minutes from June 10, 2008, second by Melody Campbell. All in favor, motion passed.

Peg Murphy distributed the "Individualized Report on Performance Measurements in Illinois" (Public Health Accreditation Survey). The Jo Daviess County Health Department Board of Health took part in a pilot accreditation survey and achieved a score of 3.48. The Jo Daviess County Health Department ranking is 22 out of the 45 health department boards that took part in the survey. The average survey score was 3.5. The accreditation process has 10 criteria and the weak area for our county is research.

NEW BUSINESS

The proposed 2009 Home Health Care Budget was reviewed. Peg Murphy stated that NO county taxes are received by HHC and their largest funding source is Medicare and private insurance. Both the Home Health Care revenues and expenses for 2009 were reviewed. Evie Fleege recommended to the BOH the approval of the HHC Budget, second by Janet Werner, all committee members in favor.

The proposed 2009 HHC Memorial Fund and the HHC Equipment Funds were reviewed. The purpose of these two separate Home Health Care funds were explained by Peg Murphy. Janet Werner recommended approval to the Board, second by Melody Campbell. All in favor, motion passed.

The HHC Advisory Committee left the meeting.

The proposed 2009 Public Health Fund budget was presented to the Board. An explanation of revenues and expenses was discussed noting that grant funding is expected to be substantially less this year because of cuts at the State level. An error was noted in the print out from the Court House in the 2007 Service Charges revenue line in the amount of \$7,415,833.

The proposed 2009 Catastrophic and Capital Investment Funds were discussed noting that the Public Health transfer into these 2 funds was \$10,000 each instead of the \$50,000 each that was originally proposed. This cut would lessen the deficit budget for Public Health.

The proposed 2009 Bioterrorism Fund budget was reviewed noting a decrease in expected grant funding.

Peg Murphy, Public Health Administrator, recommends the transfer of \$50,000 into each of the Catastrophic Fund and the Capital Investment Fund noting that should a public health emergency occur, the health department would not have enough funds to handle the situation. The extra funding to the Capital Investment Fund would cover longer term items for purchase or repair such as the parking lot, possible connection to city water, painting, new telephone system and any major purchase that might be unforeseen. She intends to institute a 5-year timeline for the Capital Investment fund showing future projects for the Health Department Building. The justification for the for the transfer and deficit budget was referenced to the amount expected to be left in the carryover at the end of the fiscal year.

The proposed 2009 Bioterrorism, Catastrophic and Capital Fund budgets were recommended for approval, with the noted changes being made along with the 5-year plan, by Morris Bartot, second by Liz Blair. All in favor, motion approved.

The proposed 2009 Public Health Fund budget was recommended for approval once the PH budget is corrected and revised (Service Charge of \$7,415,383 and the \$50,000

transfer into each of the Catastrophic and Capital Funds). Motion was made by Peg Dittmar, second by Karen Scheele. All in favor, motion approved.

Committee appointments were next on the agenda with Dr Lloyd Callaway's recommendation that the committees remain the same if all were willing. The only change will be Morris Bartot replacing Liz Blair on the Environmental Health Committee. Second by Morris Bartot. All in favor, motion approved.

Board of Health Committees will be as follows:

Personnel Committee: Jim Lander, Liz Blair and Marge Montelius

Client Care Committee: Dr Lloyd Callaway, Laura Duerr and Karen Scheele

Budget/Finance Committee: Jim Lander, Ed Kuhle, Peg Dittmar and Marge Montelius

Environmental Health Committee: Robert Chorak, Morris Bartot and Marge Montelius

Peg Murphy presented the Home Health Care update. The current patient census is in the high 30's. A program review was just completed by the Illinois Department of Public Health Home Health Surveyors and 9 deficiencies were listed. Copies of the survey will be distributed at the next meeting.

Matt Calvert distributed the well and septic permit numbers for the last 2 months, noting that July was an exceptionally slow month. Mortgage and loan inspections are up. The tire pick-up in Elizabeth on June 11 and 12 was a great success. The department just received the numbers from the EPA and 13,238 tires were collected from 384 individuals.

The State has released the Tobacco Grant amounts. The initial grant will be \$7,350 with the potential of \$14,700. The focus this year will be on schools via smoke free education.

The Green Fair was held at Highland Community College-West on June 28. Booths and speakers were featured. A pick-up for electronics and small appliances was held. The totals were 9,000 pounds of electronics and 5,000 pounds of small appliances.

Peg Murphy, Matt Calvert and Sandra Nolan attended the 2008 Exercising and Assessing the Heartland Emergency Preparedness Summit on July 15-17 in Oak Brook, Illinois. They developed a lot of working relationships with partners from around the state and brought back lots of information for the staff from those trainings and workshops.

A question was asked about smoking allowed in outdoor "patio" areas of bars and restaurants. Matt explained that if the location where smoking was taking place was at least 15 feet from any entrance or ventilation intake, it was okay. He explained that statistics show that bar and restaurant employees have a much higher incidence of second-hand smoke related illnesses.

The Dental Fluoride Program will be discontinued on December 1, 2008. At present, only 5 families (21 clients) are participating in the fluoride program. Peg consulted with Dr. Chorak regarding the change.

Jim Lander, Board of Health President, announced that Peg had her annual evaluation by Dan Reimer, County Administrator and the Personnel Committee of the Board of Health (Jim Lander, Liz Blair and Marge Montelius). She was rated outstanding for her work as the Health Department Administrator.

On Thursday, August 21, 2008, Peg will present all the Health Department budgets to the Social and Environmental Committee of the County Board for their approval. This meeting will be held at the Courthouse.

Other items discussed were:

The storage shed at the Health Department is in need of repair. An estimate for those repairs (by Tom Smith) was distributed.

Judy Behnke, Family Planning Coordinator, is planning to retire in October, 2008. That position has been posted. She hopes to train her replacement for about a month before she leaves.

Emily Schneider has resigned as an Environmental Health sanitarian. Her last day was August 1, 2008. Ads are in local papers to seek a replacement for that position. The department hopes to hold interviews on August and 19.

The Family Case Management Program is in hoping that they will be able to receive approximately \$10,000 in Medicaid Match funds before the end of the 2009 fiscal year.

The IPLAN Community Needs Assessment Committee has started their meetings at the Health Department. The committee consists of 14 members from business, church and law enforcement. They meet at 7:30 AM every other Thursday for about 2 hours.

The Health Department is still seeking a Medical Advisor for the Board of Health. Dr. Callaway has graciously agreed to continue on the board for the time being. He is no longer licensed in Illinois so he can no longer serve as the Medical Advisor for the Board of Health.

A motion by Marge Montelius was made to adjourn the meeting. Second by Dr. Lloyd Callaway. All in favor and the meeting adjourned at 8:48PM.

The next Board of Health Meeting will be Wednesday, October 1, 2008 at 7:00 PM.

Vice President/Date