

JO DAVIESS COUNTY BOARD OF HEALTH  
MEETING MINUTES  
WEDNESDAY, JUNE 4, 2008

The Jo Daviess County Board of Health held a meeting on Wednesday, June 4, 2008, in the Health Department Conference Room. The meeting was called to order at 7:06 p.m.

Board of Health members present: Jim Lander, Elizabeth Blair, Edwin Kuhle, Karen Scheele and Marge Monteluis, County Board Representative

Board of Health members absent: Dr. Robert Chorak, Dr. Lloyd Callaway, Peg Dittmar and Laura Duerr

Staff members present: Peg Murphy, Matt Calvert and Evelyn Folks

Others Present: Morris Bartot

The agenda for tonight's meeting was amended to add Dental (Fluoride) under #11, Other.

Motion made by Elizabeth Blair and a second by Ed Kuhle. All were in favor. Motion passed.

UNFINISHED BUSINESS

Approval of the April 2, 2008 Board of Health Meeting Minutes

The April 2, 2008 meeting minutes were approved with a motion by Marge Montelius and a second by Ed Kuhle. All were in favor. Motion passed.

The agency still has several staff vacancies.

The positions include 1 full-time immunization nurse, 1 full-time HHC nurse and a part-time health aide. Chrisine Ludescher has been hired as a full-time Medicare Biller and Susan Schlegel as a full-time Coding/Payroll Clerk.

The Board of Health is still in need of a second physician to fill the vacancy left by the resignation of Dr. Michelle Sprengelmeyer.

Peg Murphy explained the monthly budget sheets, revenue, expenses and grant funding to the board.

## NEW BUSINESS

### Terms for Board Members

It is anticipated that on June 10, 2008 at the County Board Meeting the following appointments will be made:

Dr. Lloyd Callaway to the Board of Health for a three-year term ending June 1, 2011;

Morris Bartot to the Board of Health to fill the remainder of a three-year term, vacated by Mike Petitgout, ending May 1, 2010;

Laura Dwinnells-Duerr to the Board of Health for a three-year term ending June 1, 2011

### Election of Officers

Officers of the Board of Health are elected to 1 year terms. Marge Montelius made a motion to nominate the current officers for another term. Ed Kuhle seconded. All were in favor. The motion passed.

### Board of Health Committee Assignments 2008-2009

**Personnel Committee:** Liz Blair agreed to replace Mike Petitgout and serve on this committee with Jim Lander and Marge Montelius.

**Environmental Health Committee:** Marge Montelius volunteered to fill the vacant position and serve with Liz Blair and Robert Chorak.

\*The other committees include:

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

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

### Family Case Management Medicaid Match

The process of vouchering for expenses allowed for the Medicaid Match was explained by Peg. Every allowable expense for the Family Case Management Program is claimed. For every allowed dollar in expenditures, we are able to claim 50 cents in federal reimbursement. The Department has been in a payback situation. It is hoped that with this quarter claims that we may begin to receive federal match dollars again from DHS.

### Emergency Planning

A Memorandum of Understanding has been signed with the Irish Cottage. This is for a temporary evacuation center for the Health Department staff should the need arise. The Health Department is developing a plan for continuity of business in the event

## Emergency Planning (continued)

that the building could not be used (in the case of a situation that the building would be uninhabitable for a period of time).

A table-top exercise was held on May 3, 2008 at the Stockton High School. This drill was developed by the Illinois Emergency Management System. Approximately sixty (60) people (law enforcement, EMS, fire departments and school administrators) were involved. The exercise was termed successful.

A Technical Assistance Review (TAR) for Strategic National Stockpile and med dispensing was just conducted by A. Masood Athar, MD, MPH, Regional Supervisor for Disaster Planning and Readiness. This review covered the progress on the required grant objectives, the 3-year plan of projects and goals and the StarCom Radio drills. A report of the results from that drill was distributed to members. The findings were that our region was comparable to the state average. We are much better prepared for an emergency than before 9-11 but we still have a lot of work to do.

## New Board of Health Orientation Notebook

An updated version of the Orientation Manual for Illinois Board of Health Members was given to all members present. This book was developed by the University of Illinois at Chicago, School of Public Health.

## Meeting with Finance Committee of Board of Health

A meeting with the Finance Committee of the Board of Health will be scheduled in July, 2008, in regard to the upcoming budget for FY09 for Public Health and Home Health Care. Notice of this meeting will be posted at the Court House.

## Home Health Care.

An award for 25 years or more of home health care services was given to the agency at the Illinois Home Health Care Conference.

The client census for Home Health Care is still in the 40's.

McBee and Associates is an agency contracted to recoup underpayments by Medicare. From February 1 through March 31, 2008, they were able to recoup \$1,867.00 of which their fee was \$504.00.

Home Health Care is still in need of 1 full-time nurse, 1 part-time nurse and 1 part-time health aide.

## Environmental Health

Matt Calvert presented well and septic permit numbers to the Board. The numbers are down slightly this year but still in line with the statewide numbers.. This is due in part to the weather and economy but also gives the staff more time in other EH programs.

Vector Control: Matt has received approval from the EPA for a county-wide tire pick-up. This will be open to all Illinois residents at no charge. This project will help reduce the mosquito population. This will be held at the Elizabeth Community Building on June 11 and June 12, 2008 from 8am to 4pm. The last tire pick-up was in 2006. In that 2 day event, more than 13,000 tires were collected.

Matt will be offering a 1 hour training session on June 24, 2008 at 10am to municipalities, townships and the Highway Department on the proper use of larvicides that will be provided by the State. Pre-registration is due by June 17, 2008.

Two grants were applied for and received by Environmental Health. The Vector Surveillance Grant is for \$5,000 a year for two years. The Culex Mosquito Grant is a one-year grant for \$1,000 and is targeted for West Nile Virus.

Matt conducted a power-point presentation showing statistics for water samples, wells, septic systems, food inspections and bed and breakfast inspections

Matt informed the Board of Health that the office had received a sewage dumping complaint and an investigation was initiated.

## Other

The resignation of Mike Petitgout from the Board of Health was accepted.

The discontinuation of the fluoride supplement program for Dental Health was tabled until the next meeting. Dr. Robert Chorak (Dental Advisor) would then be available to discuss the situation. The program currently serves only 21 children (9 families) in the county. In this fiscal year, 39 prescriptions of fluoride have been dispensed.

## Next Meeting Date –August 5, 2008

Due to a conflict in schedules for some Board members, the next meeting was changed to Tuesday, August 5, 2008 at 7:00 pm.

Motion to adjourn at 8:52 pm was made by Elizabeth Blair, second by Marge Montelius.

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Vice President

