

JO DAVIESS COUNTY BOARD OF HEALTH
MEETING MINUTES

SATURDAY, OCTOBER 26 2002

The Jo Daviess County Board of Health held a meeting on Saturday, October 26, 2002. Tom Berryman, Board of Health President, called the meeting to order at 9:30 a.m.

Board of Health members present: Tom Berryman, President, Gini Appel, Ed Kuhle, Jim Lander, Margie Montelius, County Board Representative

Board of Health members absent: Robert Chorak, DDS, Dr. Joe Garrity, Helen Kilgore, Bonnie Dorman, Vice-President Charlene Huso,

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

UNFINISHED BUSINESS

Approval of Board of Health Meeting Minutes from August 15, 2002

Corrections were noted by Jim Lander, on page three, Taylor Pharmacy should be Taylor Fitness and on page 4 under Environmental Health Report should be Soil and Water Conservation Department. Approval of the August 15, 2002 Board of Health meeting minutes as amended were approved with a motion by Jim Lander and a second by Gini Appel. Motion carried.

Status of Proposed Fiscal Year 2003 Budget for Home Health Care

The Board of Health recommended that the Home Health Care fiscal year 2003 be approved by County Board.

Status of Proposed Fiscal Year 2003 Budget for Public Health

Changes to the Public Health budget for 2003 were presented. It was recommended that the County Board approve the budget with changes as noted.

Survey on Cost of Flu Vaccine from County Providers

The Board reviewed the survey of fees that will be charged for administering the flu vaccine by county providers. Peg reported that the cost to purchase pneumonia has increased and asked the Board to review the fee for this. After discussion, a motion was made by Gini Appel with a second by Jim Lander to increase the fee to \$20 effective December 1, 2002. Motion carried.

Committee Appointments

Tom Berryman made the following committee appointments – Helen Kilgore was moved from the Client Care Committee to the Personnel Committee; Dr. Joe Garrity appointed to the Client Care Committee; and Ed Kuhle appointed to the Budget/Finance Committee.

NEW BUSINESS

County Bioterrorism Committee

Peg reported that the agency has received \$20,000 for a Bioterrorism Grant. One of the requirements is to be involved in a Bioterrorism Committee in the County. Peg outlined the individuals who should be on this committee. The LEPC (Local Emergency Planning Committee) which meets regularly has agreed to take on this responsibility and the hospital administrator and a school superintendent will join the committee. Heather Eisbach represents the health department on the LEPC and will keep the committee informed on Bioterrorism updates.

Emergency Planning Training

Heather Eisbach, Peg Murphy, and Denise Seuring attended three day training for emergency planning at the Victorian Pines, Galena. Peg reported that it was very helpful and informative on how the health department would fit into the plan of a county emergency.

Heather Eisbach, Director of Environmental Health as of August 30, 2002

Peg is pleased to announce that Heather now meets the qualifications of the Director of Environmental Health. She was appointed to this position on August 30, 2002.

Heather reported on the Environmental Health programs.

- Clarke students are doing clinicals this month in the environmental department. Have observed restaurant inspections, home evaluation, and septic inspections.
- Reported on the Apple Canyon Lake project – upgrade of campground and restaurant
- Vector Control Grant – Matt Calvert, Sanitarian, has attended training and has received a pesticide application license. This was a requirement of the grant
- Distributed statistics for number of well permits issued and septic permits issued.

Privacy Statement for HIPAA

A copy of the Privacy Statement has been sent to the States Attorney for review. This statement needs to be in place by April 1, 2003.

Home Health Care Report

Mairi Douglas reported that November is Home Health Care month and plans are to have recognition of service and staff in the papers. The visit totals report was distributed.

Program or Service Expenses

Copy of the program or service expense report was reviewed.

Peg recommended that the Board review the programs offered and to keep in mind the purpose of the health department. She has asked the staff to review fees for services provided. Peg would like to meet expenses and not have duplicated services. It was suggested that the Client Care Committee and the Finance Committee of the Board of Health meet with Peg to review services offered by the health department. A meeting was scheduled for Friday, November 22, 2002, at 2:30 p.m.

The Vision and Hearing program has a fee for screenings in the schools but not for businesses or other organizations that have asked for these screenings. A motion was made by Gini Appel with a second by Marge Montelius that agencies be charged a fee of \$2 per screening effective December 1, 2002. Motion carried.

Report from Client Care Committee

Jim Lander reported that the committee met with Diane Roberts, Quality Assurance, and noted that comments received were very positive. The committee reviewed the HIPAA Policy Statement and recommended that all clients sign a statement that they have received the statement.

Program Priorities / Are they all fiscally possible?

The committees will meet to determine the feasibility of programs offered.

Tobacco Grant

The agency was notified that the State of Illinois does not have funding for the Tobacco Grant. Dr. Lumpkin has requested that the health departments still provide the services but would certainly understand if this is not possible.

West Nile and Health Protection Grant

Dr. Lumpkin informed the agencies that with all of the cases of West Nile Virus in the state there is no money to cover the expenses agencies have incurred with this. Therefore, the money will be taken from the Health Protection Grant funds and that local health departments would receive the first two quarters grant money but there was no guarantee that any more would be available.

Audit Costs

Peg reported that the health department's share of the cost to prepare the annual audit for 2002 was substantially higher than was budgeted for and has increased the amount in the budget for 2003.

Insurance Claim / Wireless Equipment

In August the health department received damage from an electrical storm. There was damage to the computers and equipment to the wireless internet. A claim was reported to the insurance company and should receive reimbursement for repairs less the \$1,000 deductible.

Schedule for Board of Health Meetings

After discussion was held on meeting dates for 2003, a motion was made by Jim Lander with a second by Ed Kuhle that the Board of Health's October meeting be moved to Thursday beginning October 16, 2003. Motion carried.

Other Items

Marge Montelius reported that the County's proposed budget for 2003 has a \$160,000 deficient and county departments are reviewing projected expenses. This does not affect the health department.

Next Meeting Date

The next meeting date is scheduled for Saturday, December 7, 2002, at 9:30 a.m.

The meeting was adjourned at 10:20 a.m.



Rose Imbus, Secretary Pro Tem