

JO DAVIESS COUNTY BOARD OF HEALTH  
MEETING MINUTES  
WEDNESDAY, FEBRUARY 4, 2009

The Jo Daviess County Board of Health held a meeting on Wednesday, February 4, 2009 in the Health Department Conference Room. The meeting was called to order at 6:56 PM by President Jim Lander.

Board of Health members present: Jim Lander, Laura Dwinells Duerr, Edwin Kuhle, Morris Bartot, Dr Robert Chorak, Karen Scheele, Brian Gephart and Marge Montelius, County Board Representative.

Board of Health members absent: Elizabeth Blair, Dr. Lloyd Callaway and Dr. Allen Crist

Staff Members present: Peg Murphy and Evelyn Folks

Board Members introduced themselves to the newest member, Brian Gephart. The official appointment was made at the January 13, 2009 County Board meeting. He will be taking the seat vacated Peg Dittmar.

**OLD BUSINESS**

1. Morris Bartot motioned to approve the Board of Health minutes from January 7, 2009, second by Marge Montelius. All in favor, motion passed.
2. Laura Duerr motioned to approve the Internal Needs Assessment that had been tabled from the last meeting. A second for the motion by Marge Montelius. All in favor, motion passed.
3. The Community Needs Assessment Committee had chosen 4 priorities for 2010-2015 IPLAN. The Priorities were: Obesity; Interpersonal Violence; Prostate Cancer and Breast Cancer. A motion to approve these findings was made by Laur Duerr, seconded by Ed Kuhle. All in favor, motion passed.
4. Furnace and air conditioning estimates were reviewed by the Board. Any purchase of over \$10,000 will need to be let for bids. Peg Murphy will contact Dan Reimer, County Administrator, to find out the proper procedure for this.

## NEW BUSINESS

1. The Board discussed all the programs at the Health Department and decided to keep the same priorities that Dr Callaway proposed for last year. The first tier will include the four required programs (Food, Water, Sewage and Communicable Disease) and add Vital Statistics. The second tier will include the priorities of the Community Assessment (Alcohol Abuse, Substance Abuse and Lack of Access to Dental Care). The third tier will be all the current programs (WIC, Family Case Management, Family Planning, Quality Assurance and Cholesterol/Hypertension Screenings) as long as funding is available. A motion to adopt these priorities for this year was made by Marge Montelius, second by Laura Duerr. All in favor, motion passed.
2. Peggy Murphy informed the Board that a contract is pending with Stephenson County Health Department to provide a Director for Environmental Health on a part-time basis. This would mean that a LEPC would be at the agency about 2 days per month to review and sign off on all inspections done by department sanitarians.

As of now, no one has been hired to fill the sanitarian position. Peg is conducting another round of interviews this week and next week.

Promotion of the Abandoned Well and Sealing Program will start soon. This is a new project and will be on a cost share basis.

3. The census for Home Health Care remains in the low 40's.

McBee and Associates has been successful in recovering thousands of dollars in rejected Medicare and Medicaid claims.

A new software program for billing has been purchased by Home Health Care. It will be beneficial with billing, providing updated codes.

Home Care Elite has presented an award to Home Health Care. The agency has been selected as one of the top home health agencies in the United States.

4. The WIC Program is very fortunate in the fact that Lori Stangl and Sue Grommes have completed and been awarded certificates as Lactation Counselors (CLC). Jeanette Dahlquist, Program Coordinator, is an International Board Certified Lactation Consultant (IBCLC).
5. The four (4) committees of the Board of Health were discussed (Personnel, Client Care, Budget/Finance and Environmental). No new appointments were made at this time.

6. The 2009 Emergency Preparedness Grant was reviewed by the Board. Dr. Masood Athar, Regional Supervisor of Disaster Planning and Readiness, was at the agency on February 3, 2009, to review the agency's grant deliverables and the TAR (Technical Assistance Review). A functional drill is scheduled for June, 2009, to test the time it takes for a client to go through the clinic from start to finish in case of an emergency situation that would need vaccine or medicinal medications to inoculate the whole county.
7. Budget print-outs for year end were distributed to all Board members. Peg Murphy explained that revenues were down because of cuts or slow-downs in grant payments and fees for services. The Health Department has also been fiscally responsible in keeping a tight line on expenditures.
8. Program revenues and expenditures were also discussed. The economy plays a huge role in explaining declines in revenue and fees. The slow down in the housing market, more families on Medicaid and the delay of Medicaid payments are factors that are beyond anyone's control.
9. The Jo Daviess Public Health Foundation is sponsoring a golf outing on September 19, 2009, at Apple Canyon Lake Golf Course. A steak fry and live auction is planned. The purpose of the event is to raise funds to provide infant and toddler car safety seats for WIC clients in the county. Special thanks go out to Mike Toepfer for all his work with the Foundation paperwork (tax and non-profit status).
10. The Board approved the additional vaccinations that will be required for Health Department employees. This will require a change in the County Employee Handbook and will be presented to the Social and Environmental Committee of the County Board at their next meeting.
11. Marge Montelius told the Board that the County has "gone green" by putting all material for the County Board/Committee meetings on line.
12. Peg Murphy spoke to the members about record storage and what the Health Department would need to continue operations during an emergency that would require the agency to conduct business off-site. Further discussion is planned for a later date.

There was no other business to discuss and Dr. Robert Chorak made the motion to adjourn, seconded by Marge Montelius. All were in favor. Motion passed. The meeting adjourned at 8:31 PM.

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Dr. Robert Chorak, BOH Secretary