

JO DAVIESS COUNTY BOARD OF HEALTH

MEETING MINUTES

THURSDAY, OCTOBER 28, 2004

The Jo Daviess County Board of Health held a meeting on Thursday, October 28, 2004. 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, Robert Chorak, DDS, Ed Kuhle, John Herting, and Marge Montelius, County Board Representative

Board of Health members absent: Gini Appel, Dr. Joe Garrity, Sally Toepfer, County Board Representative

Staff members present: Peggy Murphy, Rose Imbus, Heather Miller, Christy Wahle and Mairi Douglas

Observers: Melissa Sargent

Introductions were held.

UNFINISHED BUSINESS

Approval of Board Minutes of August 19th, 2004

The minutes were approved with a motion by Elizabeth Blair and a second by Jim Lander that the minutes be accepted as presented. Motion carried.

Proposed 2005 Public Health Budgets with Minor Modifications

Peg Murphy reviewed the changes that were made to the public health budgets since the budget was approved by the Board of Health. The insurance plan that the County Board accepted was a 5.5% increase over the previous year's premium instead of the 17.7% increase that originally was proposed when this budget was prepared. The Bioterrorism Fund showed a \$13,500 transfer that was not allocated to a specific line. It has now been shown as an Interfund revenue in the public health budget. Any money that was not allocated to a specific line has been put in the contingency line to present a balanced budget.

Peg reported that Troy Brown, County Administrator, had contacted her and noted that in the proposed 2005 public health budget the health department had used the revenue number for property tax from the 2004 budget which is approximately \$8,000 less than was allotted in the initial levy estimates. After

discussing this, Peg decided to accept the initial revenue estimate and allow the \$8,000 to go back to the County's general fund. Peg noted that this will decrease the amount of the tax levy rate.

Elizabeth inquired about the Well Woman Program. Peg stated that this agency does not receive a state grant but refers women to the Stephenson County Health Department which reimburses Jo Daviess County Health Department. Stephenson County Health Department is providing the Jo Daviess County Health Department with \$10,000 which will be used for advertising to inform women that they may be eligible but are referred to Stephenson County for this program. To be eligible for the Wise Woman Program women need to be enrolled in Cervical and Breast Cancer screening.

Proposed 2005 Home Health Care Budget with Minor Modifications

The Home Health Care Budget was reviewed and discussed the changes which were due to the proposed insurance premium change.

Intergovernmental Mutual Aid Agreement – Approved by County Board

Peg reported that the County Board approved the health department's participation in the Illinois Intergovernmental Mutual Aid Agreement. Copies of the signed agreement and resolution have been forwarded to the Director of Emergency Management.

Reappointment of Robert Chorak and Ed Kuhle for 3 year terms

The County Board has approved the reappointment of Robert Chorak and Edwin Kuhle. Peg and Helen said they appreciated their willingness to volunteer for another term on the Health Board.

Helen Kilgore asked if there were any other Unfinished Business. Elizabeth Blair stated that after the last meeting she is uncomfortable with the decision that was made to discontinue the Chronic Program at the health department. She felt that when she was in practice she had had a number of clients who benefited from this program. Mairi Douglas, Director of Nursing, stated that the clients are transitioning well. The program has decreased to 14 clients. Most of the clients have private care to provide baths and the clients are seeing the physician more. Mairi also stated that Medicare is doing a pilot project to provide the extended care that was provided by this service. If this program is found to be beneficiary, this may be an additional service that can be provided by Home Health Care in the future.

NEW BUSINESS

Welcome Christine Wahle -- AmeriCorp Worker

Helen welcomed Christine. Christine is from Virginia and started her orientation on October 4, 2004. She will be working with the environmental office. Areas of work will include vector control and working with the emergency planning for the health department. She is working here under an eleven month contract.

Potential replacement for Bonnie Dorman on Board of Health

Melissa Sargent attended the meeting and was introduced as a potential member for the Board of Health recommended by Bonnie Dorman. She is from the Apple Canyon Lake area.

Potential Physician to Fill Vacant Position on Board of Health

Peg reported that Dr. Michael Wells had expressed an interest but then decided he did not have the time to devote to the health board. The Board is still seeking an Illinois licensed physician to serve on the Board of Health.

Review Board of Health Meeting Days and Times

Discussion was held on the meeting day. Some potential members have expressed the concern of having Saturday meetings due to their work schedule. Peg asked the members if they preferred the present schedule or would like to make any changes to day or month meetings are scheduled. She stated that it is required to meet at a minimum of four times a year. Members discussed meeting quarterly but felt at times there is too much time between meetings.

A motion was made by Jim Lander with a second by Robert Chorak that the December meeting be held on Thursday, December 2, at 7 p.m. and that the Board evaluate whether the February meeting be held on Thursday or Saturday. Motion carried.

Flu Vaccine

Peg reported that the agency had ordered the vaccine through the Illinois Public Health Association consortium and that IPHA has notified the agency that it may receive one half of vaccine ordered. This vaccine will be strictly for high risk individuals and will cooperate with the nursing homes to make sure individuals in the homes will receive the vaccine.

October 14th Meeting for Volunteers in Times of Disaster

The Red Cross held an introduction to disaster course at the health department on October 14. This course is a prerequisite to any other courses one may need to take in order to be a Red Cross volunteer. Nine individuals including health department staff attended this meeting. Peg would like to host additional courses at the health department.

Home Health Care Update

- ⇒ Mairi Douglas reported on the home health care client load. The number of clients has been in the thirties but this week is down to twenty-five. Some referrals have been coming in this week.
- ⇒ Staff is ready for surveyor as they can stop in anytime for an audit.
- ⇒ External chart audit will be completed on December 9 by staff from Whiteside County Health Department.

Environmental Health Update

- ⇒ Heather Miller reported the state has stopped taking birds for West Nile testing for the winter months and will probably resume again in the spring. There has been a decrease in the number of human cases in state of Illinois.
- ⇒ Glad to have Christy on board – busy in office with one staff member on maternity leave.
- ⇒ Galena Territory waiting for approval for sewer system.
- ⇒ New law that requires municipalities to notify health department when there is a boil order.
- ⇒ Heather, Peg, Mairi, Christy, Colin Fulrath and Denise Seuring did visits to Galena and Stockton schools which are sites for mass vaccination clinics. They will also visit the River Ridge School. Peg noted that that there will probably only be one site in the county due to the number of staff and volunteers that can participate at clinics. They will work with the superintendent and get a written policy that school will be closed at the time of mass vaccination.

Transfer of Funds to Capital Improvement

Discussion was held on the amount of funds available to transfer to the Capital Investment Fund. Helen asked that if funds were transferred how difficult would it be to use funds. Peg and Rose both stated that the fund was set up by County Board approval to be used for specific capital improvement items. The Board of Health members agreed that the fund was restricted only by Board of Health decision. A motion was made by John Herting with a second by Elizabeth Blair

that funds be moved to the Capital Improvement account with the amount up to \$60,000 depending on actual costs from this fiscal year. Motion carried.

Client Care Committee Report

Jim reported that the committee met with Diane Roberts and reviewed Satisfaction Surveys returned by clients. All were very positive responses on services provided by staff at the health department.

Other Items

Mairi reminded the members of the appreciation party for volunteers that is being held on Friday, October 29.

Discussion was held on number of Pertussis cases reported in the County.

The meeting was adjourned at 8 p.m. with a motion by Jim Lander and a second by John Herting.

Submitted by

Rose Imbus, Secretary Pro Tem