

JO DAVIESS COUNTY BOARD OF HEALTH
AND
HOME HEALTH CARE ADVISORY COMMITTEE

MEETING MINUTES

THURSDAY, AUGUST 21, 2003

The Jo Daviess County Board of Health held a meeting on Thursday, August 21, 2003. The meeting was called to order at 7:00 p.m. by the Board of Health President, Tom Berryman.

Tom welcomed everyone and asked everyone to introduce themselves and the Board they serve on.

Board of Health members present: President Tom Berryman, Gini Appel, Robert Chorak, DDS, Bonnie Dorman, Dr. Joe Garrity, Helen Kilgore, Ed Kuhle, Jim Lander, Sally Toepfer, County Board Representative

Board of Health members absent: Vice-President Charlene Huso

Home Health Care Advisory Committee present: Sandra Callahan, Evie Fleege, Norman Harris, Kathy Kautz, Betty Enright, Helen Kilgore, Board of Health liaison

Home Health Care Advisory Committee absent: Pastor Kenneth Arndt, Lloyd Callaway, Jr, MD, Ronald Mapes, Michelle Sprengelmeyer, MD

County Board members present: Merri Berlage, John Creighton, Yerda Potter, Terry Stoffregan

Staff members present: Peggy Murphy, Rose Imbus, Heather Eisbach, Mairi Douglas, Fran Rosenthal and Allison Gillies

Observers: Billie Nolan
UNFINISHED BUSINESS

Approval of Board of Health Meeting Minutes from June 19, 2003

The minutes from the June 19th meeting were approved with a motion by Joe Garrity and a second by Jim Lander.

Approval of Home Health Care Advisory Committee Meeting Minutes from May 20, 2003

The minutes from the May 20th Home Health Care Advisory Committee meeting were approved with a motion by Sandra Callahan and a second by Kathy Kautz.

Recommendation to Replace Roof

Tom Berryman stated that when minor repairs were done to the roof it was recommended by the contractor that the health department building would need a new roof. The Board of Health recommended a second opinion. After contacting the original contractor and his review of the roof, this contractor's recommendation was to put the amount into the budget for the next fiscal year. He stated that barring any storms the roof should be fine until the spring of next year and then he would recommend that it be looked at again. A motion was made by Helen Kilgore with a second by Bonnie Dorman that we seek bids for roof replacement this fall. Motion carried.

NEW BUSINESS

Family Planning Grant – additional funds received for FY 2003

Peg reported that the Family Planning program received an additional \$5,000 grant award for fiscal year 2003. Family Planning is an expensive program and the grant does not cover all of the expenses. Program serves about 400 clients.

Donation from Royal Neighbors for the Well Woman Program

The Well Woman Program received \$1,556 from the Royal Neighbors. This is a civic group that has an annual fund raiser. Stephenson County Health Department receives a grant for breast and cervical cancer screening. A part time Jo Daviess County Health Department nurse does the initial intake on Jo Daviess County clients. Clients are referred to agencies that provide the screening and are reimbursed from the grant received by Stephenson County. This donation will benefit 8 to 10 females in Jo Daviess County.

2004 Grant Awards

- Health Protection -- \$58,188
- Family Planning -- \$36,950
- WIC -- \$49,200
- Family Case Management -- \$63,334
- Teen Parent Services -- \$16,170

There were no substantial increases in the grant awards for fiscal year 2004 with the exception of a \$6,000 increase for Teen Parent Services.

Home Health Care Report

Mairi Douglas, Director of Nursing, reported that:

The number of clients is around 28 to 32.

The cost accountant has made several recommendations. In order to have a consistent initial intake on admissions, a supervisor should be completing the initial evaluation of the home health care clients. He states that this has made a considerable difference in money received by some agencies.

Finley Home Care office is open and staff is currently seeing clients in Jo Daviess County. Once the Illinois Department of Public Health conducts a survey, this will determine their certification in Illinois. No one is sure how this will affect the number of clients for our agency. Mairi has been doing a lot of education (marketing) to let people know they have a choice in choosing their home care service and that Jo Daviess County Home Health Care is an option.

The visits are comparable with same time period as last year. Time of year does have a bearing on the numbers.

Home Health Care Proposed Budget for FY 2004

The Home Health Care proposed budget for fiscal year 2004 was discussed. Peg explained the sources of revenue.

Fran Rosenthal and Peg explained the different line items and discussed the expenses for the contractual services provided.

Peg noted that with the amount of carryover the program has that this may be a time to create a capital improvement fund.

A motion was made by Bonnie Dorman and a second by Gini Appel to accept the home health care budget as presented. Motion carried.

At this time the Home Health Care Advisory Committee adjourned their meeting.

Public Health Proposed Budget for FY 2004

Peg started the review of the public health budget with the first line of revenues - tax levy. John Creighton, County Board Finance Committee Chairman, explained the deficit in the General Fund. The Finance Committee has met with other agencies funded by tax levy and discussed reductions in tax levy to be taken. He feels that environmental health (a required program) should be a self supporting program and that fees should be increased substantially.

He stated that the fact is there is not enough money to fund what was done last year and that the finance committee wants the health department to cut the proposed tax levy \$200,000 to \$250,000. Current tax levy is \$426,916.

Tom Berryman stated that he did not agree with the target of fees suggested. He said that a communicable disease (a required program) investigation was held last year in Stockton and who should be billed for that expense – the school?

The County Board Finance committee suggested that the health department pursue other sources of income. John Creighton stated he has had conversations with Stephenson County manager and that there could be a potential to form a joint health department with Stephenson County.

The County Board members were asked if they had considered cutting all county offices across the board. They stated they had looked at this and met with the departments to eliminate duplication of services. They don't feel any of the offices can be cut any more.

Peg explained that the Health Protection Grant covers only a portion of the expenses for the required programs.

John stated that there are a number of county residents who would like to see the health department disbanded.

Helen Kilgore said that this health department has done more for this county than most people realize. People who want this disbanded have not had to use the services.

Yerda Potter said that the County Board had met with departments this past year to let them know that programs needed to be cut and those that were kept must be self supporting.

Bonnie Dorman said she feels it is very unfair to ask for a \$200,000 cut from the health department for a \$280,000 general fund deficit.

Peg said that the TB fund needs to be considered as that is part of the levy. If cut this would be put back on the County should a TB outbreak occur. If the levy is lowered it will take many years to build it back up.

Health Board members disagreed with joining with another county for health department services.

Bonnie stated that she appreciated the time and effort the County Board committees have put into this and realizes they do not have an easy job.

John stated that he knows that nothing will be decided tonight. Peg encouraged the county board members to work with the health department to get an acceptable budget and not wait until the meeting at the courthouse.

Heather Eisbach, Director of Environmental Health, stated that some of the environmental health fees are at the maximum state code allows.

Gini Appel noted that the water is good and disease is controlled in this county. Disease does not know who has money and who doesn't – that all are susceptible to it. Without our health nothing else matters.

Asking for a definite dollar amount if cuts were made proportionately, Peg was told it would be a \$160,000 decrease in tax levy for the health department. Merri Berlage noted that the levy rate does need to be considered.

John will meet with Duane Olivier, County Administrator, and then he will contact the health department to schedule future meeting with the Board of Health.

Environmental Health Report

Heather Eisbach distributed well and septic permit numbers.

Heather reported:

That there have been 4 cases of Lyme Disease reported in the county. Denise Seuring, Communicable Disease Nurse, has been following up on these cases and distributing prevention awareness posters in the county.

Have received a second grant for Vector Control -- \$2,500 for West Nile Virus prevention.

Working on a County Emergency Plan. They have been working with the Bioterrorism Regional Coordinator, M. Masood Athmar.

Committee Reports:

Personnel Committee

The Personnel Committee met on Friday, August 1, 2003. At the meeting the committee completed the annual evaluation of the public health administrator. Bonnie Dorman states the administrator is doing an outstanding job.

Finance Committee

The Finance committee met on Friday, August 1, 2003, to review the proposed budget for public health and home health care. Next meeting will be scheduled with county board committee if necessary.

Mutual Aid for Health Departments

Peg distributed a draft form of an agreement that health departments would provide assistance to other health departments if the need would arise and agencies have staff available.

Other Items

The Board of Health was encouraged to write letters to Department of Human Services to consider increasing the Family Planning Grant. That without a grant increase this agency may not be able to afford to provide family planning services.

Boards of Health members are encouraged to be proactive of the health department services and they need to educate the public on services offered.

Peg reported that Domer Schubert, County Board member, was appointed to the Alcohol Prevention Committee. Joanne Bielenda was appointed to the IPLAN committee which will convene this year to prepare for the 2005-2010 recertification.

Galena Lion's Club will be holding a hearing screening in the lower parking lot of the health department on Thursday, August 28, 2003 from 8:30 a.m. to 1 p.m.

The terms expire for Bonnie Dorman and Jim Lander in October. Both agreed to be reappointed.

Joe Garrity asked if the Vision and Hearing equipment had been sold. The information was just sent to schools, newspapers, Lion's Clubs and other health departments.

Next Meeting Date is Thursday, October 16, 2003, at 7 p.m.

Next meeting date is scheduled for October 26, 2003 at 7 p.m. Most members anticipate a meeting may be called to review the budget with county board members.

The meeting was adjourned at 9:30 p.m. with a motion by Bonnie and a second by Gini.

Helen Kilgore, Secretary