

JO DAVIESS COUNTY BOARD OF HEALTH

MEETING MINUTES

TUESDAY, OCTOBER 17, 2006

The Jo Daviess County Board of Health held a meeting on Tuesday, October 17, 2006. The meeting was called to order at 7:04 p.m. by Administrator Peggy Murphy. Board of Health President Jim Lander joined the meeting at 7:07 p.m.

Board of Health members present: President Jim Lander, Vice-President Liz Blair, Lloyd Callaway, MD, Peggy Dittmar, NP, Laura Duerr, Ed Kuhle, and Beth Baranski, County Board Representative,

Board of Health members absent: Robert Chorak, DDS, John Herting, and Michelle Sprengelmeyer, MD

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

OLD BUSINESS

Approval of August 15, 2006 Meeting Minutes

The August 15, 2006, meeting minutes were approved with a motion by Peg Dittmar and a second by Beth Baranski.

Fiscal Year 2007 Home Health Care Budgets Fiscal Year 2007 Public Health Budgets

Peg Murphy reported that the 2007 budgets for Home Health Care and Public Health have been reviewed by the County Board and have been sent to final document. There were a few minor changes that did not affect the bottom line. The Insurance line was decreased and the Interfund Transfer line increased to provide funding for IT person hired by the County. Money was moved from other lines to cover this cost. The Home Health Care Capital Investment Fund and the Public Health Catastrophic Fund were approved by the County Board.

The County Board has a few meetings left to discuss funding for other offices. The County Board will meet on November 21, 2006, to approve the budgets.

County Employee Handbook

Beth Baranski reported that the Handbook is being reviewed. It should be ready for another review by Board of Health committee soon. One of the areas of concern was the keeping of personnel files in a central location. Beth asked if the Board had objections to having health department employee's personnel files at the Courthouse. Peg stated she would prefer to keep originals here and send copy to Courthouse and also that she understood it would not include evaluation of employees. Board members agreed.

Mumps Update

Members reviewed the 2006 Illinois Mumps Cases report. Beth noted the number of older people that this affected. Immunity may decrease after a period of time.

2005 National Profile of Local Health Departments prepared by NACCHO (National Association of County and City Health Organizations)

Peg distributed National Profile summary that was prepared by NACCHO.

Board of Health Terms of Office

Jim Lander reappointed to another three year term

Melissa Sargent declined to be reappointed

Peg was pleased to report that Jim was reappointed. Melissa Sargent declined to be reappointed. Peg has asked County Board members from Apple River area to recruit a member.

New Business

December 7, 2006, Meeting Date – Change

Peg has a conflict with meeting on Thursday, December 7. She asked if the meeting could be changed to Tuesday, December 5. After discussion, the meeting date was changed. Peg also stated that the meeting dates for 2007 will be scheduled. There are some who have a problem with meeting on the third Tuesday of the month. Will review and discuss meeting dates at next meeting.

Emergency Preparedness Grant Award -- \$23,299

Pandemic Flu Grant Award -- \$15,754

The health department has received emergency preparedness grant funds for 2007. The requirements are defined in the grant and it is required to have more exercises this grant year.

Home Health Care Update

Visit Frequency

Galena Stauss Physical Therapy Report

Mairi Douglas reported on the visit frequency for Home Health Care. She states that the staff is seeing around 39 patients – visits have increased. Mairi distributed a hospital physical therapy report. Peg and staff met with Galena Stauss Hospital Physical Therapy department. Both felt that there had been a lot of miscommunication and have worked out problems with getting information to staff. One of the ways is by e-mail and this seems to be working very well.

Environmental Health Update
Septic Drain Field Repair
Tobacco Control
Vector Control

Heather reported that the septic drain field for health department has failed and repairs should be completed within the next two weeks.

Heather reported on the number of smoke free restaurants in the county. She stated that it is easier to get restaurants to become smoke free when they are first established. The members reviewed a Policy Statement from Winnebago County on Secondhand Smoke in Public Places.

Heather reported that the majority of Illinois counties have reported West Nile Virus. She said that there has been a positive human case in Jo Daviess County.

Liz Blair asked if radon test kits were still available. Heather said the office still has some free testing kits that were provided by Department of Nuclear Safety. There has been a good response from the public to get these kits.

Information Technology Update

Peg reported that the County has hired someone to provide computer technology support to departments. Joe Kratcha from the GIS department will be providing support to departments also.

Staffing

Quality Assurance Position
Language Interpreter Position
Maternal Child Health Coordinator Position

Peg reported that Candace Crossley has been hired for the Quality Assurance position and will begin work on Monday, October 23.

She has interviewed for the Language Interpreter position and is in the process of checking references.

Peg was sorry to report that Karen Heinen has accepted a position with Medical Associates. Peg is in the process of interviewing for the Maternal Child Health Coordinator position. The Coordinator is responsible for the fiscal management of the grants for WIC, Family Case Management and Teen Parent Services. Peg said that Karen is willing to assist with training of the person hired for this position.

County Board Budget Adoption – November 21, 2006

County Board will meet to adopt the fiscal year 2007 budgets on November 21, 2006. Peg said that Board of Health members are welcome to attend.

Meeting Date for Environmental Health Committee

Heather Miller would like to schedule a meeting of this committee before the December 5, 2006, Board meeting. Meeting to discuss and review environmental health fees.

Status of Flu Vaccine and Clinics

The agency has received 300 doses of vaccine. Clinics are tentative and will be announced when the remainder of vaccine is received. It is hopeful vaccine will be received by the end of October.

Liability of Public Health Foundation Members

One Foundation member questioned liability of members serving on the Foundation. Peg received a written statement from Risk Management that members would be covered under the county's liability policy.

Denise Seuring – President elect of ICOT (Illinois Council on Tuberculosis)

Peg stated that it was an honor for Denise Seuring, Communicable Disease Nurse, to be elected President-elect of the Illinois Council on Tuberculosis.

Dr. Callaway said that Denise had given a well organized presentation to his staff.

Other Items

Peg announced that Steve Silberman is the new Americorps worker and has been a great help in assisting with grant search for alcohol and substance abuse.

Next Meeting Date

The meeting was adjourned at 7:40 p.m. until Tuesday, December 5, 2006, at 7 p.m.

Rose Imbus, Office Manager