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JO DAVIESS COUNTY HEALTH DEPARTMENT

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JO DAVIESS COUNTY BOARD OF HEALTH MEETING MINUTES Tuesday, June 2, 2009

The Jo Daviess County Board of Health held a meeting on Tuesday, June 2, 2009 in the Health Department Conference Room. The meeting was called to order at 6:59 PM by President Jim Lander.

Board of Health members present: Jim Lander, Edwin Kuhle, Morris Bartot, Dr Robert Chorak, Dr. Allen Crist, Karen Scheele, Liz Blair, Brian Gephart and Marge Montelius, County Board Representative.

Board of Health members absent: Laura Dwinnells Duerr

Staff Members present: Peg Murphy, Evelyn Folks, Sandra Nolan and Brad Simerly

Others present: Dan Reimer, County Administrator, and Marvin Schultz, Jo Daviess County Board Chairperson

OLD BUSINESS

The meeting was called to order at 6:59 PM by Jim Lander, President of the Board of Health.

All persons present at the meeting introduced themselves.

1. Morris Bartot motioned to approve the Board of Health minutes from April 1, 2009, second by Dr. Robert Chorak. All in favor, motion passed.
2. The County Board has reappointed Dr. G. Allen Crist and Brian Gephart to the Board of Health for 3 year terms. Both were appointed earlier this year to fill vacant seats.
3. Terms of Board of Health members were distributed.

NEW BUSINESS

1. Sealed bids for the furnace/air conditioning project were opened by Jim Lander, Board President. Since the bids had such a wide range of prices, the Board felt that a special committee should be formed to assess all bids. The committee will assure that all bids adhered to the bid specifications. The special committee will be comprised of Edwin Kuhle, Morris Bartot, Dr. Robert Chorak and Jim Lander and they will meet at the Health

Department Conference Room on Tuesday, June 9 at 6:00 PM. The Board of Health voted to give the special committee the power to select the winning bid after they had thoroughly compared and reviewed all the submitted bids. The motion to assemble the committee and let it choose was made by Elizabeth Blair, second by Dr. G. Allen Crist. All were in favor, motion passed.

2. The Home Health Care budget printout and visit frequencies were reviewed by the Board. Allison Gillies, RN, BSN, Home Health Care Coordinator, has been visiting both physicians offices and hospitals to promote the services of the agency.
3. The grant awards for the 2010 fiscal year have not been released yet, with the exception of Family Planning. The Family Planning grant has been cut by approximately 10%. Reimbursement of Department of Human Services grant expenditures for Family Planning and Family Case Management are still 4 months behind. The bright spot is that both WIC and Emergency Preparedness (Bioterrorism) grants are on schedule with payments. The Health Protection Grant which covers the 4 essential programs of the Health Department (food, water, sewage and communicable disease) was cut by almost 50% last year.
4. The budget schedule for FY2010 has been received from the County Administrator's office. The process will begin with estimated revenues and expenditures.
5. Environmental Health

Sandra Nolan, Environmental Health Sanitarian, reported to the Board that the well sealing program has been well received. To date, 7 wells have been sealed in the County and more applications are expected. A property owner can be reimbursed up to \$500.00 for the bentonite to seal an abandoned well on their property.

Program reviews have been conducted by the Illinois Department of Public Health. The agency is happy to say that the reviews did not show any major deficiencies.

The EPA has discontinued the annual tire pick-up.

Septic and well permit numbers are still lagging due to the economy.

Tristen Jordan has completed the State of Illinois Larvicide Training and will be contacting municipal and township officials to offer training to them and their staff.

Inspections for restaurants, food service facilities and farmers markets are underway.

The Tobacco Grant supplies minimal funding but Sandra Nolan has distributed information regarding smoking to the county schools.

Statistics in graph form on food, water and sewage were distributed to members and reviewed.

6. Emergency Planning

The grant award for 2010 has not been received yet.

The distribution of Strategic National Stockpile supplies was ordered by the Illinois Department of Public Health, with the Governor's approval, in reference to H1N1 flu. On the evening of April 30 and the morning of May 1, 2009, Peggy Murphy, Angie Schleicher and Tristen Jordan, along with Colin Fulrath, ESDA, Chief Deputy of the Jo Daviess County Sheriff's Office, waited at the designated drop site for the SNS delivery of antivirals, face masks and N95 masks. The supplies were then transported to the Health Department and masks were distributed to the county first responders who requested the supply

The Health Department will hold a functional anthrax drill, on June 26, 2009, to measure the speed of staff and volunteers to distribute medications to the exposed population of the County.

The annual Emergency Preparedness Conference will be held on July 14-16, 2009.

Peggy Murphy and Angie Schleicher, RN, attended the Local Emergency Planning Committee Conference in Rockford on May 6-8, 2009.

7. As stated earlier, the Family Planning Grant has been cut again this year.
8. The caseload for WIC and Family Case Management Programs is at 94-96% this month.
9. The Family Case Management Program has billed Federal Medicaid Match for \$25,000, which would yield the agency half or \$12,500, when accepted.
10. The Jo Daviess County Public Health Foundation is sponsoring a golf outing fundraiser on September 19, 2009 at Apple Canyon Lake Golf Course. The purpose of this event is to raise money for infant and toddler car safety seats for WIC and Family Case Management clients. The outing will include golf, a steak dinner and a live auction. For more information, please contact Peggy Murphy at the Health Department.
11. Peggy Murphy reported to the Board that Dr. and Mrs. William Tonne donated a new sign to the Health Department. Dr. Tonne served on the Board of Health for 18 years and was a past president. It represents the image that the agency portrays in the community.
12. The agency will be receiving a computer from the State of Illinois Cornerstone System for the Immunization Program.
13. The County has had a positive TB result at an area nursing facility. After testing staff at the facility, no other positive results have been found at this time. Another round of testing will be done at a later date. State and local Health Department staff were commended for the professional expertise and training provided.

14. Other

The budget will be a deficit this year. On the recommendation of the County Administrator and the Board of Health Personnel Committee the following steps will be taken:

- A. The Health Department will implement a required furlough day (unpaid time) per month for the remainder of the fiscal year (June – November). This will most likely be the case for 2010.
- B. No Capital Fund transfers or expenditures will be made in the 2010 fiscal year.
- C. Pay rates will be frozen for the 2010 fiscal year. The exception to this policy will be for an Environmental Health associate sanitarian. This staff member will have completed 1 year of employment as an associate sanitarian in March 2010. This would mean a raise of pay grade. This was a condition of employment when the hiring took place. After one year of successful employment the associate Sanitarian, grade 7, becomes a sanitarian, grade 9.

After discussion by the Board of Health members and approval of the Personnel Committee of the Board of Health, a motion was made by Marge Montelius, County Board Representative, to approve the points to address the budget deficit, second by Elizabeth Blair. All were in favor, motion passed.

Peg Murphy advised the Board that the Annual State and Federal audit was complete. No corrective actions were noted for the Health Department.

Jim Lander displayed a new brochure made possible through a grant, “Jo Daviess County Greenways and Trails”. The brochure and map can be purchased for \$5.00.

Peggy Murphy wanted to recognize the excellent the excellent work of the GIS Department. Joe and his staff are consistently helpful with any computer problems and Diane has done an excellent job on links for H1N1 flu information and Centers for Disease Control (CDC) from the County and Health Department website.

With no other business to discuss, Dr. G. Allen Crrist made a motion to adjourn, second by Brian Gephart. Jim Lander adjourned the meeting at 8:38PM.

Board of Health Secretary

