



Public Health
Prevent. Promote. Protect.

JO DAVIESS COUNTY HEALTH DEPARTMENT

9483 US RT. 20 WEST • P. O. BOX 318 • GALENA, ILLINOIS 61036 • (815) 777-0263

BOARD OF HEALTH MEETING

Thursday, December 4, 2019 at 7:00 pm

Jo Daviess County Health Department Conference Room

MINUTES

1. **CALL TO ORDER:** Merri Berlage, Board of Health President, called the meeting to order at 7:00 pm.
2. **ROLL CALL** – A voice roll call was taken;
Present: Merri Berlage, G. Allen Crist, Peg Dittmar, Don Hill, and Hesper Nowatzki
Members Not Present: Tracy Bauer and Elizabeth Blair
Staff Present: Sandra Schleicher and Marcia Christ
Others Present: Brandon Behlke with the Galena Gazette arrived at 7:15 p.m.
3. **APPROVAL OF MINUTES**
 - a) G. Allen Crist motioned to approve the November 7, 2019 Board of Health Meeting Minutes; Peg Dittmar seconded the motion. All were in favor, the motion carried.
4. **CITIZENS' COMMENTS:** At this time Merri Berlage, Board of Health President, presented an article in Tuesday's Galena Gazette regarding the annual \$900 Animal Control fee that was proposed by the Board of Health for each Municipality to pay for the pick-up of stray dogs. Merri explained that Jim Davis with the Village of Scales Mound stated in the article that Animal Control is funded by tax payers, that he will not pay the fee and has tried contacting staff at the Health Department. Merri stated that this is not a correct statement; that no one at the Health Department was contacted by Mr. Davis and that all Animal Control services are covered strictly by money received from dog tags, not tax payers, and she will be contacting Jim Davis as well as Brandon Behlke with the Gazette to request a correction.
5. **FINANCIAL REPORTS** – Sandra Schleicher presented Public Health Fund 003, Public Health Capital Investment Fund 055, and Animal Control Fund 020 financial reports for review; Sandra noted that the PH Fund Budget estimations included Revenue and Expenses that had been anticipated for the Dental Clinic. Sandra then stated that the Animal Control Fund continues to show a deficit, and the department is working on balancing the budget. There were no further questions or concerns.

CLOSED SESSION: At 7:05 p.m. Merri Berlage stated that at this time she would move that the board enter into closed session noting items a), b), and c) listed below; a motion was presented by G. Allen Crist; and seconded by Peg Dittmar. All were in favor, the motion passed.

Voice Roll Call was taken, all members in attendance were present; at this time Sandra Schleicher and Marcia Christ left the conference room.

- a) *Personnel section 2(c)1 "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."* **Topics of discussion: Public Health Administrator**
- b) *Personnel section 2(c)3 "The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance."* **Topics of discussion: Public Health Administrator**
- c) *Purchase/lease property section 2(c)5 "The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired."* **Topics of discussion: Health Department properties**

At 7:23 p.m. G. Allen Crist motioned to reconvene regular session; seconded by Peg Dittmar. All were in favor, the motion carried.

At this time Sandra Schleicher, Marcia Christ, and Brandon Behlke joined the meeting.

6. UNFINISHED BUSINESS

a) Discussion and possible action regarding Elizabeth property

More information is needed; this agenda item will be tabled and discussed at the next scheduled meeting.

b) Discussion and possible action regarding Animal Control shelter contract

Sandra stated there is no additional information at this time; Safe Haven will discuss a possible contract further at their next board meeting and for now Animal Control will continue working with the Dubuque Humane Society on a month-to-month basis.

7. NEW BUSINESS

a) Discussion and possible action on a Jo Daviess County Cannabis Use/Abuse Policy.

Sandra briefly reviewed the proposed county policy which had been approved by the Executive Committee and is yet to be reviewed by John Hay, State's Attorney. Hesper expressed her concerns of the policy wordage and that it gives little guidance, as well as concerns of fairness and how it would be enforced. Board members were in agreement that after checking with John Hay, the Health Department would enforce a zero tolerance policy.

b) Discussion and possible action regarding Dental Clinic Business Plan

The original Dental Clinic Business Plans were presented for review, showing revisions that were made to the estimated number of county residents, the number of patients, the average number of monthly visits, and the estimated percentage of low-income patients. There was discussion regarding staffing, wages and benefits, fixed expenses, Medicaid reimbursement, and state licensure requirements for the Hygienist. Dr. Crist expressed concerns of cash flow and questioned whether the county would be willing to help with funding for the much needed service.

Hesper inquired as to whether a dental mobile unit would be a more viable option. Members discussed whether rural health forgiveness or assistance might be available. Members agreed that more information needed to be obtained and presented at the next meeting in order to discuss further and move forward.

8. CLOSED SESSION:

At 8:02 p.m. Merri Berlage moved to again enter into closed session; a motion was presented by Peg Dittmar; and seconded by Hesper Nowatzki. All were in favor, the motion passed. Voice Roll Call was taken; all board members in attendance were present. Sandra Schleicher, Marcia Christ, and Brandon Behlke left the conference room.

At 8:16 p.m. Hesper Nowatzki motioned to return to open session; seconded by Don Hill. All were in favor, the motion carried.

At this time Sandra Schleicher, Marcia Christ, and Brandon Behlke rejoined the meeting.

9. POSSIBLE ACTION AS A RESULT OF CLOSED SESSION

- a) Peg Dittmar motioned to appoint the position of Health Department Administrator to Sandra Schleicher; Don Hill seconded the motion. All were in favor, the motion carried.

10. ADMINISTRATOR'S COMMENTS

Sandra Schleicher mentioned to board members;

- The Environmental Health Jeep has been purchased
- The Health Protection Grant has been signed by the state; the money has not yet been distributed
- A 2020 US Census Planning Committee meeting was scheduled for Thursday, Dec 5th in the Health Department conference room.
- Animal Control has received one signed City Contract
- Representative Chesney would be attending the upcoming Legislative Committee meeting
- Dr. Ezike, Illinois Public Health Director, will be visiting the Rockford Health Department state office
- The FY2020 Budget is complete
- Sandra stated she completed Health Department Administrator training in Springfield; that the training included information on IPLAN which was very informative and helpful.
- An offer had been made for the RN position and the candidate will be getting back with her

11. PRESIDENT'S COMMENTS: There were no additional comments at this time

12. BOARD MEMBER CONCERNS: There were no concerns at this time

13. CITIZENS' COMMENTS: There were no citizen comments

14. NEXT SCHEDULED BOARD OF HEALTH MEETING: January 8, 2020 at 7:00 pm

15. ADJOURN: Don Hill made a motion to adjourn the meeting; seconded by Hesper Nowatzki. All were in favor, the meeting adjourned at 8:23 pm.