Minutes of the
Winnebago County Board of Health
Tuesday, April 18, 2017 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

Present: Angie Goral, Ronald Gottschalk, Dr. John Halversen, Dr. David Helland, Luci Hoover, Dr. Patricia Lewis, Dr. Steven Lidvall, Robert McCreadith, Dr. Allen Williams, Jaymie Nelson

Absent: James Powers

Staff Present: Melinda Idell, Patrick Madigan, Todd Marshall, Todd Kisner, Dr. Sandra Martell

WCHD Support Staff: Sara Ruud (recorder)

Attorney: Charlotte LeClercq

President Ronald Gottschalk called the meeting to order at 6:31 pm.

Introduction of Guests / Public Participation: Samantha Beverley from Children’s Home and Aid was introduced to the group as the presenter.

Setting the Agenda: Ronald Gottschalk asked for a motion to set the agenda or amend. Luci Hoover moved and Angie Goral seconded to set the agenda, all members voted aye in favor, motion carried.

Approval of Minutes: Ronald Gottschalk asked for a motion to approve the minutes. Dr. Steven Lidvall moved and Dr. Allen Williams seconded to approve the March 21, 2017 Board of Health Minutes. With that, all members voted aye in favor, motion carried.

Presentation: Ms. Samantha Beverley, MA – Family Support Services Program Supervisor for Children’s Home and Aid/Mother House Crisis Nursery presented information on child abuse prevention. April is childhood abuse prevention month. Children’s Home and Aid exists to prevent child abuse and neglect. This is Rockford’s first year in participating in the monthly recognition. Ms. Beverley and the organization are helping bring awareness to the subject of violence in families and how it affects children. She spoke about Motherhouse crisis providing a safe and nurturing environment for children who have experienced something traumatic. It is a place that lets children open up and talk about their feelings and about what happened. Ms. Beverley shared drawings made by children enrolled in their programs with the theme of “what makes me happy” as part of their art therapy. The drawings will be posted throughout the Rockford area including the Winnebago County Health Department to bring awareness to this issue.

President’s Report: There was a proposal for using some of the jail as an immigrant detention center. The meeting on Monday night was just about fact finding. A lot of concern was about losing the trust of the immigrants legal and illegal. There was a fear of being rounded up even if they are legal.

Winnebago County Health Department Highlights:
The following program areas were highlighted for the month of March 2017

- Health Protection (HP). The county of Winnebago is doing a new HIV prevention called the personal cognitive counseling (PCC). This year the CDC is funding this program and a representative was sent to the training in Chicago. PCC is looking at the reasoning by men engaging in high risk behavior, it’s more a intensive one-on-one counseling focused on high risk behaviors and reducing engagement in these behaviors. The influenza activity in Winnebago County, has gone down as of week 14. In reviewing the seasonal data, there were four facilities that had an influenza outbreak. Of the facilities, 66% of
residents were vaccinated. Information on vaccination status is voluntary and the facilities cooperated to provide that information.

- Environmental Health Improvement (EHI). The Prairie Road Pump Neighborhood has not made any progress on resolving their community well issue. A letter still has not come out stating that their fees would be increased to build the cash reserve required for the low interest loan from the Environmental Protection Agency. Without repair, this water system will fail and the approximate 49 homes will be condemned. The Prairie Road Pump Neighborhood Board has disbanded and the residents are seeking legal advice. They are now looking into a Private well or a shared well but the problem is that they have to have a plan for everyone. The County’s code states that a well has to be 100 feet away from the septic and none of them meet that. The state code says the well has to be 75 feet away from the septic and some of them do meet that.

- Health Promotion and Wellness - Teen pregnancy is no longer being funded by the state and they are closing out for the year. They had their students in the group make blankets and they donated them. The Health Department is now looking at how continue pregnancy prevention programming without funding.

- Health Promotion and Wellness - Drug overdose prevention program has nothing new to report.

- Tobacco 21 has hit a setback; City of Rockford/Winnebago County don’t have home rule. The initial review by the States Attorney is that Tobacco 21 legislation cannot be enacted locally. The Health Department and Transform Rockford will continue to pursue options.

- Personal Health Services - IBCCP is partnering with the University of Illinois to do a survey to see how the affordable health care act and its impact on women seeking care for breast and cervical cancer. There continues to be difficulties in reaching the target population.

- Personal Health Services - Refugee screenings continue to decline due to the enactment of federal policy.

- Environmental Health Improvement - The tire drive was very successful we collected 2,200 tires. This a prevention act, mosquitos in the tires. We did budget to do another tire drive this year. Larva side and other equipment has been purchased. Starting to set up training on larva side so that can be used.

EXECUTIVE COMMITTEE: Nothing to report.

FINANCE COMMITTEE ..........Meeting April 12, 2017
Jaymie Nelson chaired this part of the meeting.

1. Approval of Minutes
   Angie Goral motioned and Dr. Steven Lidvall seconded to approve the April 12, 2017 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

2. Approval of Health Fund Expenditures
   Dr. Steven Lidvall motioned and Dr. Allen Williams seconded to approve the health fund expenditures for the month of March 2017 in the amount of $723,176.11.

3. Approval of Grants March 2017
   The Finance Committee motioned and Dr. David Helland seconded approval of FY2017 Grants received from March 2017. With that, all members voted aye in favor, motion carried.

<table>
<thead>
<tr>
<th>Grant (Funder)</th>
<th>Fiscal Period</th>
<th>Amount</th>
<th>Motioned/Seconded</th>
<th>Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Body Art Establishment Inspections (Funder: Illinois Department of Public Health)</td>
<td>7/1/2016-6/30/17</td>
<td>$10,238.00</td>
<td>Dr. Steven Lidvall / Dr David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>Tanning Bed Inspection (Funder: Illinois Department of Public Health)</td>
<td>7/1/2016-6/30/17</td>
<td>$2,550.00</td>
<td>Dr. Steven Lidvall / Dr David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
</tbody>
</table>
4. Approval of Major Expenditure Requests – February 8, 2017
The Finance Committee motioned and Luci Hoover seconded approval of the major expenditures.

<table>
<thead>
<tr>
<th>Vendor/Contractor</th>
<th>Services</th>
<th>Amount</th>
<th>Motioned/Seconded</th>
<th>Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whiteside County Health Department</td>
<td>Case Management Jan 2017-</td>
<td>$ 7,386.00</td>
<td>Dr. Steven Lidvall / Jaymie Nelson</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>Whiteside County Health Department</td>
<td>Case Management Feb 2017-</td>
<td>$ 6,432.00</td>
<td>Dr. Steven Lidvall / Jaymie Nelson</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>DeKalb County Health Department</td>
<td>Case Management Jan 2017-</td>
<td>$11,628.34</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>DeKalb County Health Department</td>
<td>Case Management Feb 2017-</td>
<td>$ 8,891.28</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>The Projects of the Quad Cities</td>
<td>Case Management Dec 2016-</td>
<td>$6,961.52</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>The Projects of the Quad Cities</td>
<td>Case Management Dec 2016-</td>
<td>$21,812.05</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>The Projects of the Quad Cities</td>
<td>Case Management Jan 2017-</td>
<td>$24,684.35</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>The Projects of the Quad Cities</td>
<td>Case Management Feb 2017-</td>
<td>$34,924.15</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>The Projects of the Quad Cities</td>
<td>Case Management March 2017-</td>
<td>$32,552.08</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>NCM / AMC Theater</td>
<td>Tobacco Quitline Commercials</td>
<td>$ 6,880.00</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>Rockford Mass Transit</td>
<td>1 Bus Wrap – 3 Months &amp; 40 Interior Signs</td>
<td>$11,380.00</td>
<td>Dr. Steven Lidvall / Dr. Allan Williams</td>
<td>All voted in favor, motion carried.</td>
</tr>
</tbody>
</table>

There were two major expenditures that could not be approved at the finance meeting due to lack of paper work. They were brought before the Board of Health.

<table>
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<tr>
<td>Dr. Grinter/Ryan White</td>
<td>Dental Services-Increase in his contract</td>
<td>Over $10,000.00</td>
<td>Dr. David Helland / Dr. Steven Lidvall</td>
<td>All voted in favor, motion carried.</td>
</tr>
<tr>
<td>Boone County Health Department</td>
<td>Lead Mitigation</td>
<td>$30,000.00</td>
<td>Dr. Steven Lidvall / Dr. David Helland</td>
<td>All voted in favor, motion carried.</td>
</tr>
</tbody>
</table>
5. **FY2016 Audit Report**

Copies of the following were provided to the Finance Committee for their review on April 12, 2017: County of Winnebago, Illinois/Auditor’s Communication to Members of the County Board (For the Year Ended September 30, 2016), County of Winnebago, Illinois/Management Letter (September 30, 2016), County of Winnebago, Illinois/Uniform Guidance Reporting Package for Winnebago County Health Department (September 30, 2016). One of the audit finding was the payment cycle. Another of the audit findings for the Health Department was that the bank reconciliations weren’t being done on a timely basis. Per the Finance Officer, Pat Madigan, the bank reconciliations take about a day to do and there wasn’t enough manpower due to a staff vacancy. Since the vacancy has been filled, bank reconciliations are current. The bank reconciliations will now be included in the monthly Financial Report to the Board of Health.

**POLICY COMMITTEE**

No Meeting (next meeting on April 26, 2017)

**PERSONNEL COMMITTEE**

No Meeting (next meeting on May 10, 2017)

**QUALITY COMMITTEE**

No Meeting (next meeting on May 16, 2017)

**NEW BUSINESS / OTHER MATTERS:** None

**CORRESPONDENCE AND INFORMATION:** Various materials were included in the Board packet for information purposes.

**EXECUTIVE SESSION:**

An Executive Session was needed to discuss matters related to personnel at approximately 8:00 pm in accordance with the Opens Meeting Act Chapter 5 ILCS 120/2 (c) (1). President Ronald Gottschalk and Dr. Steven Lidvall moved and Dr. David Helland seconded to go into closed session to discuss matters related to personnel. A roll call was taken with all members voting aye in favor, motion carried. There were no actions taken in the Executive Session and the Executive Session ended at 8:10 pm. Dr. David Helland and Angie Goral seconded to come out of Executive Session. All members voted aye in favor of motion, motion carried.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at approximately 8:12 pm with a motion by Dr. David Helland and seconded by Angie Goral. With that all members voted in favor, motion carried.

Approved by the Board of Health __5/10/17__

Date

[Signature]

Jaymie Nelson, Secretary

Winnebago County Board of Health