Minutes of the
Winnebago County Board of Health
Tuesday, October 21, 2014 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

PRESENT: Ronald Gottschalk, Daniel Saavedra, Angie Goral, Dr. John Halversen, Dr. Patricia Lewis, Susan Fernandez, Luci Hoover, Dr. Allen Williams, Dr. Steven Lidvall, James Powers, and Dr. David Helland

ABSENT: Ann Thompson-Kelly and Daniel Saavedra

STAFF PRESENT: Lisa Gonzalez, Dr. Sandra Martell, Kara Biery, Todd Kisner, Charlotte LeClercq (Attorney), Sue Fuller, Todd Marshall, and Christine Smith.

President James Powers called the meeting to order at 6:30 p.m.

INTRODUCTION OF GUESTS / PUBLIC PARTICIPATION: Mr. Powers welcomed the staff of the Winnebago County Health Department and UIC medical student Vanessa Neinhause, who is in a Public Health class and asked to attend a Board of Health meeting as one of the requirements. Mr. Powers also welcomed Karen Lytwyn who will be making the presentation. Mr. Powers offered thanks to Dr. Steven Lidvall for his term as President of the Board of Health for the past two years, also offering thanks to Ronald Gottschalk for standing in on behalf of Dr. Lidvall and Mr. Powers absence at last month’s meeting. Finally, thanking Lisa Gonzalez for her transition from Interim Administrator and welcoming Dr. Sandra Martell.

SETTING THE AGENDA: President James Powers asked for a motion to set the agenda. Dr. John Halversen moved and Dr. David Helland seconded to set the agenda, all members voted aye, motion carried.

APPROVAL OF MINUTES: President James Powers asked for a motion to approve the minutes, Dr. David Helland moved and Dr. Allen Williams seconded to approve the September 16, 2014 Board of Health minutes. With that, all members voted aye, motion carried.

PRESENTATION: Presentation on Crime Key Stakeholder Executive Summary by Karen Lytwyn. Ms. Lytwyn advised that there are three reasons why there is a high jail population and they are: 1. economy, 2. sociological reasons, and 3. mental health/substance abuse issues after speaking with 19 key stakeholders regarding the local criminal justice system and the Winnebago County Jail. One of the reasons why there is such a high population of inmates in the local jail is because the court process takes so long and they are just sitting there awaiting trial but the reason for the court system delays is because they have had to make major cutbacks due to budget cuts to staffing that slowed down the process.

To prevent recidivism, actions needed to be taken within the community to try and help those who are mentally ill and not receiving any type of treatment while incarcerated, and with the help of counseling and medication treatments would reduce the jail population and reserve the space for those who have committed serious crimes who need to be detained. There have been some improvements within the court system to where they have created specialty courts like Mental Health Court, Drug Court and Veterans Court. In veterans court they have assisted persons to receive medical care, mental health and substance abuse
counseling all through the VA. Drug court has increased judicial supervision and accountability of the person while providing expedited access to substance abuse treatment for those who require that type of treatment.

Ms. Lytwyn also noted another community based program that is available called the Resource Intervention Center (RIC for short) and they provide a number of programs and services to individuals who are currently on probation including anger management assistance, education classes (GED), substance abuse services, job readiness, assistance in gaining employment and support groups.

Since these programs have implemented, the jail population has decreased significantly and is stabilizing. The most important thing is to increase the behavioral health funding and Winnebago is the only county in the state that does not receive any type funding for mental health services.

Discussion was made after presentation in regards to the health department taking an active role with the In-Person Health Counselor and has onsite counselors available at the Justice Center as people are coming out of jail and helping them enroll in the Affordable Care Act and have increased the numbers of persons applying for benefits. Mr. Powers also noted that there are no sliding fee scales available in the area and the lack of doctors to treat these patients who have mental disabilities.

**APPROVAL OF EXECUTIVE SESSION MINUTES:** President James Powers asked for a motion to approve the executive session minutes, Dr. David Helland moved and Dr. Allen Williams seconded to approve the September 16, 2014 Board of Health Executive Session minutes. With that, all members voted aye, motion carried.

**ADMINISTRATOR / CENTER REPORTS:** Center reports were included in the Board packet for the member's information.

**Administrator**

Dr. Sandra Martell advised that as the health department prepares for national public health accreditation, the Administrator’s report has been reformatted to address the PHAB (public health accreditation board) domains and activities will be reported as they relate to the domains. The Leadership Team has been expanded and now includes the Center Directors for Environmental Health Improvement (EHI), Family Health Services (FHS), Health Promotion and Protection (HPP), and Finance, in addition to, Human Resources, Communication and Public Information, Health Equity and Emergency Preparedness as part of the Leadership Team. Dr. Martell reviewed each domain with the Board to provide information in the different areas of accreditation and the different domain points and how it applies currently to what the health department is doing moving forward. Dr. Martell also gave an update on Preparedness activities for Ebola (provided handouts). Level III of Incident Command and meeting routinely to discuss the EOPs (Emergency Operations Plan). Daily IC meeting, Todd Kisner is our Planning Sector Chief who prepares the reports, Todd Marshall is the External Liaison, Lisa Gonzalez is the Internal Liaison, and Kara Biery is the Operations Chief. Overall objectives are to identify and manage potential individuals infected with Ebola, decrease potential for transmission of Ebola to the community, inform and educate the community regarding the risk of Ebola, and maintain unified messaging with community partners. Todd Kisner spoke that it brings awareness and identifying roles during the daily activities. Lisa Gonzalez advised that the phone lines are being monitored
and tracked to show how many calls the Health Department has been receiving with questions about Ebola and monitoring the communications from the social media.

Discussion was made about Raw Milk and Todd Marshall and Dr. Martell advised that this is a Senate Bill which allows the sale and distribution of unpasteurized milk that is coming through and it is in the comment period at this time. Provided information about the benefits and drawbacks of consuming raw milk. Under the cover of Northern Illinois they would push through legislation that we wanted strict enforcement and rules to govern this so that we could manage the outbreak that can occur and we would like to prevent this by pasteurization. Making sure that both side know what that is – talking about all dangers of raw milk and talking of the benefits of raw milk.

**Environmental**

Ronald Gottschalk questioned about the Clock Tower issues. Todd Marshall gave a brief response that the Clock Tower was having issues with mold. The ventilation in the bathrooms was not working properly and mold was found at the top by the ceiling wall junctures. After inspection, it shows that they were not doing their due diligence after checking the next room after knowing there was a complaint and would not do anything. Prepared an action plan informing them of their management oversight and they have now removed some of the drywall in the rooms and replacing with new. To prevent mold, they are coming in and wiping down the walls and management staff follows through and they send us a fax every week as to the rooms they are checking and since this has been in place there have been no further reports of mold in the rooms. Advertising as a 5-Star Hotel but the quality of the rooms is not of this rating.

**Committee Chairs**

Mr. Powers advised that he has been working on the Chairs for the different Committees. Asked everyone to look at the list and make sure that everyone is still on the same committees and need to be available to be a member on at least three committees. Finance chair is Dr. John Halversen, Pat Lewis is going to chair the Quality Improvement Committee, Angie Goral is going to continue to chair the Policy Committee, and Sue Fernandez is going to chair the Personnel Committee. If any changes need to be made, please contact either Dr. Sandra Martell, Christine Smith, or James Powers with those changes.

**FINANCE COMMITTEE** The Finance Committee did not have a separate Committee meeting this month; therefore the following Finance business was conducted at the full Board meeting, with Dr. John Halversen chairing this part of the meeting.

1. Financial Reports:

Various financial reports for the month of September 2014 were presented, reviewed and referred for audit.

Dr. Patricia Lewis moved and Dr. David Helland seconded for approval of the total health fund expenditures for the month of September 2014 as follows:

- **Health Fund** $1,155,888.14

All members voted aye, motion carried.
2. a. Major Expenditure Request: RMTD Bus Wrap by SignsNow $14,904.00
Dr. Patricia Lewis motioned for approval and James Powers seconded to approve the RMTD Bus Wrap by SignsNow $14,904.00. Bus wraps will be one of several educational strategies to disseminate program messaging to target population. Discussion was made and explained that this projected cost is based on one quote received. We are in the process of getting additional quotes and will contract with the lowest bid. All members voted aye to approve the RMTD Bus Wraps.

2. b. Major Expenditure Request: EHI Software-CDP Corporation (annual service) $30,040.00
Angie Goral motioned for approval and Dr. Patricia Lewis seconded to approve the EHI Software-CDP Corporation (annual service) in the amount of $30,040.00 to provide ongoing support, maintenance, updates and storage of electronic data of software used to document and bill environmental health services. Discussion was made and explained that two purchase orders in place for support of Environmental Health Software. Only one purchase order budgeted. All members voted aye to approve the EHI Software-CDP Corporation (annual service).

3. IDPH Grants Renewals

| IDPH Grant Renewals: Ronald Gottschalk made a motion and seconded by Dr. Patricia Lewis to open for discussion the IDPH Grant Renewals. |
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| a. Affordable Care Act In-Person Counselor Program (renewal) | Dr. David Helland moved and Sue Fernandez seconded to approve the Affordable Care Act In-Person Counselor Program renewal in the amount of $737,676 for 2015 (July 1, 2014 – June 30, 2015), with all members voting aye, motion carried. |
| b. Public Health Emergency Preparedness (renewal) | Dr. David Helland moved and Angie Goral seconded to approve the Public Health Emergency Preparedness Grant renewal in the amount of $179,812 (July 1, 2014 – June 30, 2015) with all members voting aye, motion carried. |
| c. Teen Pregnancy Prevention Program 2015 (renewal) | Luci Hoover moved and Dr. Allen Williams seconded to approve the Teen Pregnancy Prevention Program 2015 Grant Renewal in the amount of $100,000 (July 1, 2014 – June 30, 2015) with all members voting aye, motion carried. |
| d. Subsequent Pregnancy Prevention Program 2015 (renewal) | Dr. David Helland moved and Sue Fernandez seconded to approve the Subsequent Pregnancy Prevention Program 2015 Grant Renewal in the amount of $85,920 (July 1, 2014 – June 30, 2015) with all members voting aye, motion carried. |
POLICY COMMITTEE ................................................................. No Meeting

PERSONNEL COMMITTEE .................................................. No Meeting

QUALITY IMPROVEMENT COMMITTEE ................................ No Meeting

NEW BUSINESS / OTHER MATTERS: Ronald Gottschalk wished a Happy Birthday to Kara Biery and congratulated Lisa Gonzalez on her 3rd year anniversary with the WCHD. Mr. Powers announced that Dr. Sandra Martell will be doing the public session at the College of Medicine having a discussion about Ebola and to focus on Influenza as well. Ronald Gottschalk thanked Dr. Martell for the new formatting and it has made it easier for the members to review the documentation that follows.

UNFINISHED BUSINESS: None

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

EXECUTIVE SESSION: None

There being no further business, a motion was made to adjourn the meeting at approximately 7:50 p.m., with all members voting aye.

Approved by the Board of Health 11/18/14 Date

Susan Fernandez, Secretary
Winnebago County Board of Health