Minutes of the
Winnebago County Board of Health
Tuesday, April 21, 2015 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

PRESENT: Angie Goral, Ronald Gottschalk, Sue Fernandez, Luci Hoover, Allen Williams, Patricia Lewis, Steven Lidvall

ABSENT: John Halversen, David Helland, James Powers

STAFF PRESENT: Lisa Gonzalez, Kyle Auman, Sue Fuller, Todd Marshall, Todd Kisner, Patrick Madigan, Sandra Martell, Kim Ponder, Theresa James, Karalynn Nimmo and Attorney Charlotte LeClercq

Vice President Ronald Gottschalk called the meeting to order at 6:36 p.m.

INTRODUCTION OF GUESTS / PUBLIC PARTICIPATION: Dr. Sandra Martell introduced the guests; Taylor Stanton (Public Health Research Award recipient) and Kim Ponder (Winnebago County Human Resources Director).

SETTING THE AGENDA: Vice President Ronald Gottschalk asked for a motion to set the agenda. Dr. Patricia Lewis moved and Angie Goral seconded to set the agenda, all members voted aye, motion carried.

APPROVAL OF MINUTES: Vice President Ronald Gottschalk asked for a motion to approve the minutes. Dr. Patricia Lewis noted correction needed, under the President’s report, last sentence of 1st paragraph, word was missing. Correction needed to add “a candidate.” at end of sentence. The beginning of 2nd paragraph, “National Health Week” needs to be changed to read “National Public Health Week”. Luci Hoover moved and Dr. Steven Lidvall seconded to approve the corrected March 17, 2015 Board of Health Minutes. With that, all members voted aye, motion carried.

PRESIDENT’S REPORT: Vice President Ronald Gottschalk noted that President Dr. James Powers wanted the Committees looked at to get them to function better. Vice President Ronald Gottschalk requested suggestions on this matter. Discussion was made to update Board of Health contact list and submit to all Board members. This will enable Board members to contact Committee Chairs or Health Department contacts if unable to attend Committee and/or Board meetings. It is recommended that the Committee meetings be held in the N. Court Room 120 Conference room. It is also recommended that the Finance Committee conducts meetings more often and to invite Attorney Charlotte LeClercq to pertinent meetings. It was suggested creating a Committee meeting matrix for board approval and to have Vice Chairs for all committees. All other suggestions should be sent to Dr. Martell for consolidation.

PRESENTATION: A Survey of Medical Student’s Attitudes, Clinical Skills, and Knowledge Regarding Lesbian, Gay, Bisexual, and Transgender (LGBT) Patients: This survey was a University of Illinois – College of Medicine James Scholar project. This project was important as we will have LGBT patients in our practice and they have their own increased risks for unique healthcare concerns. The purpose of the study was to
assess students' attitudes, clinical skills and knowledge related to LGBT patients across the four University of Illinois Campuses.

The conclusion of the study was that the students have a positive attitude toward LGBT individuals; however that are still failing to perform certain clinical tasks adequately and lack knowledge of key health concerns. Regardless of sexual orientation, skills training would be useful to all medical students. Participants acknowledged that this was an important topic and suggested improvements to curriculum.

Dr. Martell explained why this project was selected as the award winner. This project tied into our accreditation domains, link to care, workforce development and enforcing/changing policy to improve the curriculum. Vice President Ronald Gottschalk and other Board members thanked Ms. Stanton for the presentation and the work conducted on it.

WINNEBAGO COUNTY HEALTH DEPARTMENT HIGHLIGHTS: Reports were included in the Board packet for the member’s information.

Dr. Sandra Martell informed the board of one new Health Department employee (Carmen Wright, Breast Feeding Peer Counselor).

Dr. Martell stated that we are still having influenza activity in our influenza “B”, so we are continuing our surveillance with our community partners.

Todd Marshall spoke on the successful tire recycling drive that was held on Saturday 28 March to help prevent West Nile. We had 105 participants and collected just under 2000 tires. There was a lot of praise from participants and hope that we can continue each year with our Grant funding. The advertising was all conducted by social media. The staff that assisted was well organized and smooth.

Todd Marshall spoke on the Illinois Housing Development Blighted Properties Grant. We received $350,000.00 for Winnebago County blighted properties. We are concentrating on demolition, rehab and deconstruction which saves important resources. We will be the grant overseer and provide environmental asbestos and lead inspections. We will then transfer to a non-profit group “Comprehensive Solutions” whom we have worked with on other grants. They will maintain the property for 3 years to include mowing.

Todd Marshall gave an update on the accreditation of our laboratory through the EPA. We had some findings and it has been a work in process for the past few years where we have received 2 audits from the EPA. The findings were basically on data collection / documentation. This has helped us improve and create and update our policies and procedures. This has been a tremendous accomplishment.

Dr Martell and Sue Fuller spoke on the Tobacco Free Communities grant. The funding for the quit line has been cut, however there are other strategies and activities going on to reduce smoking in the population. Coordinator Oliver Reed is working on a social norms campaign through social media and community visits to colleges, bus stations, movie theaters, etc. The targeted audience is the 16-34 age group. The graphic ads are finished and ready to roll out.
Dr. Martell talked about our Breast and Cervical Cancer Program that has been targeted for funding cuts. Our assigned caseload is just under 1000 and we have enrolled 51% of those into the program. Our numbers are down, as more people enrolled in the Affordable Care Act. The state expecting this only provided 75% funding for us. 88% of personnel enrolled are being screened / diagnosed in the appropriate required 60 day time requirements.

Todd Marshall talked about the restaurant code violations:
- Swedish Pancake House on N Main – Discovered insect infestation & temperature issues. We emphasized pest management and to have a professional pest management company plan to rectify. The recheck showed no evidence of pests.
- Ruby Thai at Cherry Vale Mall – They had temperature issues, were blocking the hand sinks, had improper sanitation (not washing hands) and had no certified food manager. Recheck showed they now have certified food manager and they are placing the carts where hand sinks not blocked.

EXECUTIVE COMMITTEE:
No Report.

FINANCE COMMITTEE................................................................. No Meeting
Dr. Steven Lidvall chairing this part of the meeting.

1. Financial Reports:
Various financial reports for the month of March 2015 were presented, reviewed and referred for audit. The major expenditures section listed numerous normal expenditures to keep Board informed of any expense over $5000.00.

Dr. Steven Lidvall moved and Dr. Allen Williams seconded for approval of the total health fund expenditures for the month of March 2015 as follows:

Health Fund Expenditures............................. $920,519.69

All members voted aye, motion carried.

2. Major Expenditure Requests: Bacteria Testing Media

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<tr>
<th>a. Case Management Exp. – The Project of the Quad Cities</th>
<th>Dr. Steven Lidvall moved and Dr. Patricia Lewis seconded to approve the Ryan White Project of the Quad Cities expense in the amount of $27,695.06 with all members voting aye, motion carried.</th>
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<td>b. Case Management Exp. – Dekalb County Health Dept.</td>
<td>Dr. Steven Lidvall moved and Luci Hoover seconded to approve the Ryan White expense for Dekalb County in the amount of $8,214.69 with all members voting aye, motion carried.</td>
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<td>b. Case Management Exp. – Whiteside County Health Dept.</td>
<td>Dr. Steven Lidvall moved and Dr. Patricia Lewis seconded to approve the Ryan White expense for Whiteside County in the amount of $11,252.00 with all members voting aye, motion carried.</td>
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<td>c. Digital Screening Mammograms by Swedish American Breast Health Center</td>
<td>Dr. Steven Lidvall moved and Dr. Patricia Lewis seconded to approve the Ryan White Project of the Quad Cities expense in the amount of $6,435.61 with all members voting aye, motion carried.</td>
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<td>d. Taylor Made Carpentry HUD Invoice</td>
<td>Dr. Steven Lidvall moved and Sue Fernandez seconded to approve HUD invoice for Taylor Made Carpentry in amount of $12,239.00 with all members voting aye, motion carried.</td>
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<td>e. Stene’s Contractors, Inc. HUD Invoice</td>
<td>Dr. Steven Lidvall moved and Angie Goral seconded to approve HUD invoice for Stene’s Contractors, Inc. in amount of $7,424.10 with all members voting aye, motion carried.</td>
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<td>f. Stene’s Contractors, Inc. HUD Invoice</td>
<td>Dr. Steven Lidvall moved and Dr. Patricia Lewis seconded to approve HUD invoice for Stene's Contractors, Inc. in amount of $5,377.50 with all members voting aye, motion carried.</td>
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<td>g. Provide Bacteria Testing Media</td>
<td>Dr. Steven Lidvall moved and Luci Hoover seconded to approve annual payment for bacteria testing media in amount of $7,007.18 with all members voting aye, motion carried.</td>
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3. IDPH Grant Renewals: (see attached)

**IDPH Grant Renewals:** Dr. Steven Lidvall made a motion and seconded by Dr. Patricia Lewis to open for discussion the Grant Renewals.

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<td>a. Drinking Water Grant</td>
<td>Dr. Steven Lidvall moved and Dr. Patricia Lewis seconded to approve the Drinking Water Grant for 2015 in the amount of $12,550.00.00 (Oct 1, 2014 – Sep 30, 2016), with all members voting aye, motion carried.</td>
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<td>b. Child Adult Care Food Program</td>
<td>Dr. Steven Lidvall moved and Dr. Allen Williams seconded to approve the Child Adult Care Food Program Grant for 2015 in the amount of $4,320.00 (Oct 1, 2014 – Sep 30, 2017), with all members voting aye, motion carried.</td>
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<td>c. Affordable Care Act In-Person Counselor Amendment</td>
<td>Dr. Steven Lidvall moved and Dr. Allen Williams seconded to approve the revised Affordable Care Act In-Person Counselor Amendment Grant for 2015 in the amount of $807,320.00 (Apr 15, 2016 – Jun 15, 2015), with all members voting aye, motion carried.</td>
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POLICY COMMITTEE............................................ Apr 20, 2015 @ 10:00 a.m.

Angie Goral is chairing this part of the meeting. Meeting was held; however quorum was not reached. Discussion was made regarding the septic variance request for the Vipassana Association. Several items were discovered during phone conversation with Zoning. They currently have a special use permit on their 20 acre property and you cannot put a septic on a separate lot. They will have to resurvey the entire property together and update the code; cannot just change code. Once the properties are re-deeded as a single property then they will not require a variance.

Dr. Martell spoke on the Program Evaluation matrix. The matrix was designed to look at funding sources of the Health Department programs and whether they addressed the core function and whether it supports the strategic plan. This will be able to assist to determine which programs are we best served providing.

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

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

NEW BUSINESS / OTHER MATTERS: None.

UNFINISHED BUSINESS: None

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

   a. County Mental Health Advisory Committee Minutes
   b. Public Health Proclamation
   c. Health Proclamation in Recognition and Memory of John McHugh, MD
   d. Health Proclamation in Recognition and Memory of Richard Warner, MD
   e. Letters of Gratitude/Appreciation

EXECUTIVE SESSION:
An executive session was needed to discuss matters related to personnel at 8:10 p.m. in accordance with the Opens Meeting Act Chapter 5 ILCS 120/2 (c) (1). Luci Hoover moved and Dr. Allen Williams seconded to go into closed session to discuss matters related to personnel. A roll call vote was taken, with all members voting aye.

There being no further business, the meeting adjourned at approximately 8:07 p.m. with a motion by Dr. Patricia Lewis and seconded by Allen Williams, all members voting aye. Approved by the Board of Health 5, 19, 2015

Date

Susan Fernandez, Secretary
Winnebago County Board of Health