Minutes of the
Winnebago County Board of Health
Tuesday, November 15, 2016 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

Present: Angie Goral, Ronald Gottschalk, Dr. John Halversen, Dr. David Helland, Dr. Patricia Lewis, Dr. Steven Lidvall, Robert McCreath, Jaymie Nelson, James Powers, and Dr. Allen Williams

Absent: Luci Hoover

Staff Present: Cheryl Floyd, Theresa James, Todd Kisner, Patrick Madigan, Todd Marshall, Dr. Sandra Martell, Sue Merchen, Charlotte LeClercq, and John Barlow (recorder)

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

Introduction of Guests / Public Participation: Ronald Gottschalk welcomed invited guest, Jerry Wiltfang (Winnebago County Emergency Services and Disaster Agency Director), Cheryl Floyd (new Director of Health Promotion and Wellness), and Robert McCreath (new Board of Health Member). All Board members and WCHD staff introduced themselves and their titles.

Setting the Agenda: Ronald Gottschalk asked for a motion to set the agenda or amend. James Powers moved and Dr. Allen Williams 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 October 18, 2016 Board of Health Minutes. With that, all members voted aye in favor, motion carried.

Presentation: Theresa James and Jerry Wiltfang presented information on the Great Lakes Basin Railroad and the potential impacts on public health. Presentation covered the map of the proposed private railroad, logistical challenges, first responder resources, and potential public health hazards from both routine operations and potential adverse events. A. Goral reported that the Winnebago County Board passed a resolution opposing the proposed railroad on October 27, 2016. Director Wiltfang and Ms. James acknowledged the support of the Board of Health to continue to provide information to the community on the potential impact to the public’s health from the Great Lakes Basin Railroad. The State of Illinois Surface Transportation Board has final determination on the proposed railroad.

President's Report: Ronald Gottschalk informed the Board of Health members that there will not be a Board of Health meeting in December 2016. The Board of Health Executive Committee will handle any issues that arise before the next Board of Health meeting on January 17, 2017.

Winnebago County Health Department Highlights: Reports were included in the Board packet for the member’s information.
Dr. Sandra Martell briefed the Board of Health members on the results of the 2016 Illinois Youth Survey. Dr. Martell discussed the similarities between the results and the IPLAN health priorities and the early risk taking among youth.

Todd Kisner provided updates on Gonorrhea and Influenza. Gonorrhea numbers continue to rise as the Communicable Disease (CD) team continues investigation and outreach to partners of case individuals. The CD team has established stringent procedures to reach out to case individuals to ensure treatment is received no later than three (3) days after identification. The Centers for Disease Control (CDC) is also reporting a rise in STI's nationwide.

The Winnebago County Health Department (WCHD) is reporting 5 cases of Influenza for the season. The community Influenza Surveillance partners have provided input into changes for inclusion in the weekly report. The changes consisted of: positive tests by zip codes in county to identify clusters, long term care facilities outbreaks with vaccination rates, and total number of cases of influenza like illness instead of just the percentage. The weekly influenza reports are posted on the WCHD website at www.wchd.org.

Todd Marshall informed the Board of Health members that the Prairie Road Pump Neighborhood Association conducted a vote on options to rectify the issues with the water system. The majority of members voted to repair the existing water system by applying for the Illinois Environmental Protection Agency (IEPA) low interest loan. Discussion was held on the boil order issues experienced over the past month and some association members that wanted to pursue drilling individual wells. Some members have hired attorneys to obtain well permits; however the requests are being denied per code Sec. 86-111. The IEPA loan is being expedited with the expectation of being approved during the next month.

Dr. Sandra Martell briefed that the Winnebago County Mental Health Advisory Committee has been meeting to develop a budget around services that would be funded based on the priorities.

Todd Marshall discussed the Freedom of Information Act (FOIA) requests that have been received for fifty two (52) structures in the Kishwaukee School area. The Creating Lead Safe Rockford (CLSR) program will develop protocols to ensure that funds are not being spend on properties slated for demolition while ensuring that the lead exposure to children is minimized. This will require tight coordination with the City of Rockford. Environmental Health will advocate for quick demolition of houses once identified to ensure they do not become blights.

Todd Marshall informed the Board of Health members that Environmental Health has been working with a community food group to review concerns related to the Food Safety Code. One of the items discussed was placing more responsibility on the organizer of events. Bacon Fest was a pilot for these changes that resulted in better communication with the vendors.

Todd Kisner provided an update on the Refugee Health Services program. The Refugee team screens all refugees within thirty (30) days of arrival. Expectation is that WCHD is on target to see an increase in refugee numbers.
Dr. Sandra Martell briefed that WCHD is reviewing placing limited WIC services in the United Way Strong Neighborhood homes for outreach and education.

EXECUTIVE COMMITTEE: Executive Committee held meeting on November 1, 2016 to discuss the responsibilities of the Executive Committee. Ronald Gottschalk reminded the Quality Committee and Policy Committee of the committee meetings scheduled for this month.

FINANCE COMMITTEE .........................................................Meeting November 9, 2016
Dr. John Halversen is chairing this part of the meeting.

1. Approval of Minutes: Dr. John Halversen motioned and Dr. Steven Lidvall seconded to approve the November 9, 2016 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

2. Financial Reports: The financial reports for the month of October 2016 were not available due to month end financial close out. Accounts receivable report was reviewed at the November 9, 2016 Finance Committee meeting and funds have been received for the majority of the FY2016 billings. Finance Committee meeting will be held during December to review October and November 2016 financial reports.

POLICY COMMITTEE ..................................................................................No Meeting
Next meeting is scheduled for Wednesday, November 23rd.

PERSONNEL COMMITTEE .....................................................Meeting November 9, 2016
Dr. Steven Lidvall is chairing this part of the meeting.

1. Approval of Minutes: Dr. Steven Lidvall motioned and Dr. Patricia Lewis seconded to approve the November 9, 2016 Personnel Committee minutes. With that, all members voted aye in favor, motion carried.

2. Approval of COLA for Public Health Administrator: Dr. Steven Lidvall informed that the Personnel Committee clarified that the Board of Health approval of the COLA adjustment applied to all WCHD staff.

3. Approval of Policy 069-1109-16 – Military Leave: Dr. Steven Lidvall stated that the Personnel Committee motioned to approve the Military Leave policy and Dr. John Halversen seconded. With that, all members voted aye in favor, motion carried.

4. Winnebago County Board Resolution 2016 CR 127 Response: Dr. Steven Lidvall presented a response letter drafted by Dr. Sandra Martell and Charlotte LeClercq to address the Winnebago County Board resolution implementing a job requisition form and procedures. The letter respectfully communicates the Board of Health's authority for hiring to the Winnebago County Board. Letter is presented for informational purposes since it restates the authorities of the Board of Health contained in statute.

QUALITY COMMITTEE......................................................................................No Meeting
Next meeting is scheduled for Thursday, November 17th.

NEW BUSINESS / OTHER MATTERS: None.
CORRESPONDENCE AND INFORMATION: Various materials were included in the Board packet for information purposes.

ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:52 p.m. with a motion by James Powers and seconded by Dr. Patricia Lewis, all members voting aye in favor, motion carried.

Approved by the Board of Health \textit{1.17.2017}

\textit{Date}

\textit{J Nelson}

Jaymie Nelson, Secretary
Winnebago County Board of Health