Minutes of the
Winnebago County Board of Health
Tuesday, August 19, 2014 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department

PRESENT: Ronald Gottschalk, Daniel Saavedra, Angie Goral, James Powers, Dr. Steven Lidvall, Dr. John Halversen, Dr. Patricia Lewis.

ABSENT: Susan Fernandez, Luci Hoover, Ann Thompson-Kelly, Dr. Allen Williams and Dr. David Helland.

STAFF PRESENT: Lisa Gonzalez, Kara Biery, Kyle Auman, Karla Chester, Lisa Peterson, Charlotte LeClercq (Attorney), Sue Fuller, Todd Marshall and Christine Smith.

President Steven Lidvall called the meeting to order at 6:31 p.m.

INTRODUCTION OF GUESTS / PUBLIC PARTICIPATION: Winnebago County Health Department staff and Board Members provided introductions.

SETTING THE AGENDA: President Lidvall informed the Board that an executive session would be needed towards the end of the Board meeting. With that said, he asked for a motion to set the agenda. Dr. Patricia Lewis moved and Dr. John Halversen seconded to set the agenda, all members voted aye, motion carried.

APPROVAL OF MINUTES: Dr. Halversen moved and Dr. Lewis seconded to approve the June 17, 2014 Board of Health minutes. With that, all members voted aye, motion carried.

RECOGNITION: Angie Goral brought to the Board’s attention that Winnebago County and the Winnebago County Health Department recently achieved GOLD level status as part of the Illinois Healthy Worksite designation. We were one of six qualifiers to receive the Gold Standard. The Gold Standard is good for three years and the Department may apply again in 2017.

PRESENTATION: Tracy Van presented information on the YMCA Internship Challenge: Public Health Connects Us All. The team created and edited a video and also developed an infographic as part of the project. A brief discussion took place following the presentation regarding the future utilization of the materials developed. IDPH and WCHD are working to develop ways in which the materials can be used.

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

June/July - Michelle Jahr and Todd Kisner were at a mandatory training on the east coast for the Accreditation program. EMR in full gear with training coming up for staff at the end of the month with a go live date in September. There are approximately 40 people scheduled for the first phase of training.

Jim Powers asked Lisa Gonzalez for an update on the current state of the budget. Lisa indicated that there were no revisions are to be made to the 2015 Budget and they are going to attempt to keep our funding level. There continues to be a need to close the gap at
the County level but they are trying to close using other means. The budget is presented at the first week of September and is voted on at the end of September per Angie Goral.

Lisa Gonzalez notified the Board that the In Person Counselor Grant (ACA Grant) is in a period of extension beginning on July 1, 2014 through August 31, 2014. The Health Department has applied for 2nd year funding and are anticipating that we will be funded but have not received confirmation to this. So this extension will last until the new funding has been confirmed, and will be retroactive if necessary. The focus currently is on implementing community education and awareness events instead of enrolling people at this time.

Kara Biery mentioned that some programs in HPP have been reorganized and included a updated re-org chart to include Tobacco Prevention and the Substance Abuse Prevention Program (SAPP) under Health Promotion. Dr Lidvall acknowledge the Nalaxone information and said it would be a good topic for BOH discussion. There were newspaper articles addressing overdose deaths, which continue. Kara agreed to present on Naloxone and what others in public health are doing regarding this controversial topic.

Ron Gottschalk inquired about JMK Nippon’s food hearing regarding the violations cited by us. Todd stated JMK Nippon’s is a Risk 3 facility which does a lot of heating & cooling large amounts of food and indicated that they were cited on temperature violations. Todd said his staff went to the facility and performed a HACCP (Hazardous Analysis Critical Control Point) Training to minimize temps in the danger zone (40 F – 140 F) while heating & cooling food product.

Todd also provided information regarding the site evaluation from HUD on both of the lead grants (HDA &HDB). He indicated that HUD found no findings but did have one concern for both grants regarding the number of units completed. Todd informed the board that the overall evaluation was good & that he was pleased with HUD’s comments regarding the lead staff’s knowledge, implementation, and experience. In order for the Program to increase the number of units, lead staff has submitted an extension request to HUD to meet the grant requirements involving completed units. Todd also explained to the board that we may have taken on “more than we could chew” with two concurrent lead grants. Todd was confident that with the extension and the revised benchmarks for the number units completed, we should be in good shape. Todd offered to provide a radon presentation to the BOH if there was interest.

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 June 2014 were presented, reviewed and referred for audit.

Dr. John Halversen moved and Dr. Patricia Lewis seconded for approval of the total health fund expenditures for the month of June 2014 as follows:

Health Fund........................................ $1,037,272.63
Dr. John Halversen and Dr. Patricia Lewis seconded for approval of the total health fund expenditures for the month of July 2014 as follows:

Health Fund ........................................ $1,172,101.96

All members voted aye, motion carried.

2. Major Expenditure Request: IT Security Update
Dr. John Halversen moved for approval and Dr. Patricia Lewis seconded to approve the IT Security Update in the amount of $12,381.60. Discussion was made as to what the update will provide to the Department. All members voted aye to approve the IT Security Update Fee to be paid, motion carried.

3. Major Expenditure Request: Equipment for EMR
Daniel Saavedra moved for approval and Angie Goral seconded to approve the Equipment for EMR in the amount of $74,246.09. Discussion was made as to how the Health Department will be purchasing 13 Webcams, 13 Touchpads and 13 ID Card Scanners for easier processing of Electronic Medical Record Information. All members voted aye to approve the Equipment for EMR, motion carried.

4. Resolutions:
Dr. Halversen moved for approval and seconded by Angie Goral to hear resolutions and discuss.

Health Promotion Fee Changes – Dr. Lidvall spoke of a person that he knows who comes to the health department because her insurance does not cover the TSH test is used for monitoring and the hospital system charges $500 on average for this test and the testing only costs around $40 to $50. Costs of supplies and staff are increasing every year and wants to keep our services at a competitive price. Looking at a revenue of $69,000.00 per year with these proposed changes. The Discussion was made about the Pneumonia shot and the costs and question was raised as to how many we service is at 80-100 in house per year, depending on how many clinics are done during the year and combine into the clinics as well. With increase in travel, more supply will be needed to accommodate these travelers. Changes in current prices of the following were recommended:
   a. Lipid Panel: Proposed price $30 to increase to $35;
   b. CMP: Proposed price $30 to increase to $33.00
   c. TSH: Proposed price $40 to stay same
   d. CBC: Proposed price $35 to increase to $40.00
   e. Blood type: Proposed price $50 to stay same $49.00
   f. PSA: Proposed price $45 to stay same
   g. HRA/BP/Futura: Proposed price $20 to increase to $28
   h. Travel Office Visit: Proposed price $40 to increase to $50
   i. Hepatitis B: Proposed price $65 to decrease to $60
   j. Meningococcal: Proposed price $130 to stay same
   k. Typhoid: Proposed price $80 to increase to $85
   l. Yellow Fever: Proposed price $140 to stay same
   m. Polio: Proposed price $50 to increase to $60
   n. Varicella: Proposed price $125 to stay same
   o. MMR: Proposed price $80 to increase to $85
   p. Pneumonia Shot: $80 to increase to $85
A vote was taken with all members voting aye, motion was passed.

STD Clinic Fee Changes - Fees were discussed stating that the proposed revised fee structure would include a sliding fee scale that would range from $15 to $180 based on income. There was discussion regarding ways to bill third party insurance companies for people who do have insurance and our ability to process the co-payments as well. Kara recognized the confidentiality issues for clients who do not want to bill the insurance company and clarified that the program would not bill anyone that does not want to be billed. She also emphasized that even with this change in fee structure the program would continue their longstanding protocol to not turn clients away for inability to pay. Kara pointed out that other health departments are charging a minimum of $30-$50 per visit and require that clients have proof of residency. She also indicated that some local Health Departments have even began to turn clients away for their inability to pay. She also said that Health Departments are already successfully billing 3rd party payers. Documentation is available from the National Coalition of STD Directors as a resource. Discussion was made to increase the Herpes testing and staffing fees from $50.00 instead of $65.00 being made effective September 1, 2014. A vote was taken with all members voting aye, motion was passed.

5. Grants
   a. Renewals

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<tr>
<th>DHS Grant Renewals – Motion was made to set the Grant Renewals with all members voted aye, motion carried.</th>
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<tbody>
<tr>
<td>a. Breastfeeding Peer Counseling Grant Renewal</td>
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<td>Dr. Lidvall moved and seconded to approve the Breastfeeding Peer Counseling Grant renewal in the amount of $3,900.00 (July 1, 2014 – June 30, 2015) with all members voted aye, motion carried.</td>
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<td>b. Healthy Child Care Illinois Grant Renewal</td>
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<td>Dr. Lidvall moved and seconded to the Healthy Child Care Illinois Grant renewal in the amount of $60,000.00 (July 1, 2014 – June 30, 2015), with all members voted aye, motion carried.</td>
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<td>c. Addiction Prevention Comprehensive Grant Renewal</td>
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<td>Dr. Lidvall moved and seconded to approve the Addiction Prevention Comprehensive Grant renewal in the amount of $70,000.00,(July 1, 2014 – June 30, 2015), with all members voted aye, motion carried.</td>
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<td>d. Affordable Care Act/Community Systems Development (MIECHV) Grant Renewal</td>
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<td>Dr. Lidvall moved and seconded to approve the Affordable Care Act/Community Systems Development (MIECHV) Grant renewal in the amount of $107,000.00, (July 1, 2015 – June 30, 2015), with all members voted aye, motion carried.</td>
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<td>e. Family Case Management Better Birth</td>
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<td>Dr. Lidvall moved and seconded to approve</td>
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<td>Outcomes Program Grant Renewal</td>
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<tr>
<td>f. Supplemental Nutrition Program for Women, Infants and Children (WIC) Grant Renewal</td>
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<td>g. Refugee Health Program Grant Renewal</td>
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<td>h. Maternal, Infant and Early Childhood Home Visiting Program (MIECHV) Grant Renewal</td>
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<tr>
<td>i. Family Case Management – Infant Mortality Grant Renewal</td>
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**IDPH Grant Renewals:** Dr. Lidvall made a motion and seconded by Dr. Lewis to open for discussion the IDPH Grant Renewals.

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<tr>
<th>a. Summer Foods Program Grant Renewal</th>
<th>Dr. Lidvall moved and seconded to approve the Summer Foods Program Grant renewal in the amount of $2,975.00 for 2015, as part of a three year Grant for $8,925.00 (May 1, 2014 – August 31, 2016), with all members voting aye, motion carried.</th>
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<tr>
<td>b. Dental Sealant Grant Program Grant Renewal</td>
<td>Dr. Lidvall moved and seconded to approve the Dental Sealant Program Grant renewal in the amount of $33,500.00 (July 1, 2014 - June 30, 2015), with all members voting aye, motion carried.</td>
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<tr>
<td>c. Illinois Breast and Cervical Cancer</td>
<td>Dr. Lidvall moved and seconded to approve</td>
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Program Grant Renewal  the Illinois Breast and Cervical Cancer Program Grant Renewal in the amount of $485,765.00 (July 1, 2014 – June 30, 2015). Discussion was made in regards to the decrease in funding at this time, and then with all members voting aye, motion carried.

d. Preschool Vision and Hearing Program Grant Renewal  Dr. Lidvall moved and seconded to approve the Preschool Vision and Hearing Program Grant renewal in the amount of $16,560.00 (July 1, 2014 – June 30, 2015), with all members voting aye, motion carried.

e. Lead Poisoning Case Management and Environmental Investigations Grant Renewal  Was not included in the Board packet, was tabled until the meeting.

b. New Grants:
   a. We Choose Health Communications Grant
   The new We Choose Health Communications Mini Grant was discussed. The grant is in the amount of $4,000 and is allocated for the purchase of equipment. Program staff plans to purchase a video camera for the We Choose Health Initiative. Having this equipment will allow for the creation of video content to document program activities and can be displayed on the screens that are in the waiting rooms for clients. Motion was made by Dr. Halverson and Dr. Lewis seconded and with all members voting aye, motion carried.

   b. Everthrive Illinois Grant
   Motion to approve was made by Dr. Halverson and seconded by Dr. Lewis and Dr. Lidvall for discussion. WCHD was selected to receive this funding based on poor birth outcome within the community. The educational messages will focus on preconception health as well as post-partum health. It is a six month marketing and educational strategy where the department will use packaged media content to educated the target population. Everthrive is also working with Crusader Clinic and Swedish American Hospital’s Mother-Baby Unit to recruit them into the project. This item was brought forward to request approval from the Board at this time as we do not have a contract in place at this time. Motion for support and exploration was made by Dr. Lewis and seconded by Dr. Halverson with all voting aye to approve the motion to proceed forward to obtain this Grant.

POLICY COMMITTEE .................................................................No Meeting

PERSONNEL COMMITTEE ..................................................8/19/14 (prior to BOH meeting)
   A. Conferences, Undergraduate Educational Assistance, & Professional Memberships
   B. Graduate Educational Financial Support & Assistance

   a. Motion made by Dr. Lewis to approve with a suggested change under first statement under Objective, to show that this relates to Undergraduate Educational Assistance, seconded by Dr. Halversen. This is job related and stated that the person has to stay with Health Department for a length of 24 months after completing this education. With there being no objection, vote was taken and all voting aye motion was passed.
b. Motion made by Dr. Lewis for Graduate Educational Financial Support & Assistance – discussion was made, noting that this is all job related education and all coursework is to be public health related and to show proof after completion of education with an obligation to remain with the Health Department for a minimum of one year. Making sure that there is funding available prior to enrolling in this program and also into coursework study. Contracts are done at the beginning once an employee asks that they want to become a Nurse and wanting County to pay for education. With there being no objection, vote was taken and all voting aye, motion was passed.

QUALITY IMPROVEMENT COMMITTEE…………………………………………………..No Meeting
Jim Powers stated that they will be scheduling a meeting in the near future.

NEW BUSINESS / OTHER MATTERS:
1. There is a need to appoint a new nominating committee for the officers – Appointing Dr. John Halversen and accepted. Nominations will be brought to voting next month at the Board of Health Meeting in September with terms beginning in October.

2. Resolution for the Health Department Holiday Schedule for Calendar Year 2015 – Motion was made by Angie Goral and seconded by Jim Powers with all voting aye, motion was passed.

UNFINISHED BUSINESS: None

CORRESPONDENCE AND INFORMATION: Various materials were included in the Board packet for information purposes. Flu Shots will be available at the next board meeting.

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

There being no further business, a motion was made to adjourn the meeting at approximately 8:40 p.m., with all members voting aye.

Approved by the Board of Health 9-16-14

Ronald E. Gottschalk, Secretary
Winnebago County Board of Health