

**Minutes of the
Winnebago County Board of Health
Tuesday, March 19, 2019 at 6:30 p.m., 555 North Court Street
Winnebago County Health Department**

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

Absent: Jonathon Logemann and Dr. Patricia Lewis

Staff Present: Cynthia Hall, Todd Kisner, Todd Marshall, Patrick Madigan and Dr. Sandra Martell

Attorney: None

WCHD Support Staff: Sara Ruud (recorder)

President Dr. Allen Williams called the meeting to order at 6:33 pm.

Introduction of Guest/Public Participation: None

Setting the Agenda: Dr. Allen Williams asked for a motion to set the agenda or amend. Luci Hoover made a motion to set the agenda. Dr. John Halversen seconded the motion. All members voted aye in favor, motion carried.

Approval of Minutes: Dr. Allen Williams asked for a motion to amend or approve the minutes. Dr. Steven Lidvall moved to approve the minutes from February 19, 2019 with addition of Dr. Patricia Lewis' name added to the present attendance. Luci Hoover seconded the motion. With that, all members voted aye in favor, motion carried.

Presentation:

Dr. Martell reported on the flooding in Winnebago County. Winnebago County has severe flooding in low-lying areas of the Rock River, Pecatonica River, and Sugar River. There are multiple variables that influenced flood levels and no single factor is the cause for flooding in the Winnebago County region. The flooding may not recede quickly and could rise again in some areas. The Joint Information Center was opened on March 19 and has been staffed through the Winnebago County Public Information Officers. The incident accident plan objectives are focused on accurate public information, damage assessment, debris removal, restoration of utilities, public safety, and public health.

President's Report: None

Winnebago County Health Department Highlights:

The following program areas were highlighted for the month of February 2019.

- Radon
Todd Marshall updated the Board of Health on the radon testing contest. Nine (9) people have turned in their radon test results. Those nine (9) people will be entered into a drawing for a chance to win a radon system (up to \$2,000.00 in value). The contest runs until April 15, 2019.

- **West Nile**
The Environmental Health Center is working with the municipalities to train them on larvacide.
- **Influenza Surveillance**
The Communicable Disease Center continues to conduct influenza surveillance with health care partners. On Friday, March 15, the Winnebago County Health Department and the health care partners decided to have unvaccinated employees mask up. Visitor restrictions were placed on nursing homes and hospitals. The influenza cases have exceeded 400 for week 11.
- **Trauma Informed Community**
The Collective Impact Workgroup has been promoting the Trauma Informed Community Proclamation. As communities and organizations sign the proclamation, there has been an increase in requests for additional trauma 101 trainings.
- **Opioids**
Staff have completed the medical cannabis training. The Safer Prescribing and Dispensing Workgroup continues their planning efforts for a second opioid summit on May 23, 2019. The summit will include information on the current state, advancement of opioid stewardship, medically-assisted therapy training and integration into primary care, and medical cannabis as an alternative to opioids.
- **Women, Infants, and Children Supplemental Nutrition Program (WIC)**
WIC has reached 90% caseload. Certified Health Professionals (CHPS) were asked to have WIC clients complete 660 surveys. A total of 860 surveys were completed by participants and intake staff are in the process of compiling the results.
- **Logo**
The new Winnebago County Health Department logo was revealed to the public on Monday, March 18, 2019. The new logo represents population and community health with a resemblance of an aerial view of a suburban, urban, rural areas to represent the Winnebago County Health Department's unique population.
- **Prairie Road Pump**
On February 11, 2019, Dr. Martell and Theresa James presented a contingency plan for the Prairie Road Pump Neighborhood Association to the Winnebago County Board.

EXECUTIVE COMMITTEE - No Meeting

FINANCE COMMITTEE March 13, 2019

Jaymie Nelson chaired this part of the meeting.

1. Approval of the Minutes

Jaymie Nelson asked for a motion to approve the minutes. Dr. Steven Lidvall moved and Dr. John Halversen seconded to approve the March 13, 2019 finance minutes. With that, all members voted aye in favor, motion carried.

2. Approval of the December 2018 Health Fund Expenditure

Jaymie Nelson asked for a motion to approve the health fund expenditure for January. Dr. Steven Lidvall moved and Luci Hoover seconded to approve the health fund expenditure for the month of January 2019 in the amount of \$664,422.52 With that, all members voted aye, motion carried.

3. Financial Review

Jaymie Nelson provided an overview of the financial documents for the month of January.

4. Approval of Major Expenditure Requests

The Finance Committee recommended approval of the following major expenditures. Dr. Steven Lidvall motioned and Dr. John Halversen seconded approval of the following major expenditures. With that, all members voted aye, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
IDPH	Death Certificate Filing Fees	\$ 8,668.00	Dr. David Helland/ Dr. Steven Lidvall	All voted in favor, motion carried.
Pool Administrators	Medical & Dental Reimbursements	\$ 3,570.15	Dr. David Helland/ Dr. Steven Lidvall	All voted in favor, motion carried.
CDW-G	Adobe Pro Licenses	\$ 4,917.12	Dr. David Helland/ Dr. Steven Lidvall	All voted in favor, motion carried.

5. Proposed Contracts/ Agreements

The Finance Committee recommended approval of the following proposed contracts/agreements. Dr. Steven Lidvall motioned and James Powers seconded approval of the following contracts/agreements. With that, all members voted aye, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Project of the Quad Cities	Reimbursement for case managements	\$30,000.00	Dr. David Helland/ Dr. Steven Lidvall	All voted in favor, motion carried.
UIC College of Medicine	Family Medicine Residency Agreement	N/A	Dr. Steven Lidvall/ Dr. David Helland	All voted in favor, motion carried.
City of Rockford	Domestic Violence and Human Trafficking Prevention MOU	N/A	Dr. David Helland/ Dr. Steven Lidvall	All voted in favor, motion carried.
Boone County Health Agreement	Tuberculosis care and treatment	\$500.00	Dr. David Helland/ Dr. Steven Lidvall	All voted in favor, motion carried.

There was one (1) proposed contracts that could not be approved at the finance meeting. It was brought before the Board of Health.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
UIC College of Medicine	Student placement in a practice setting	N/A	Dr. Steven Lidvall / Luci Hoover	All voted in favor, motion carried.

6. Salary Adjustment COLA Implementation

The 3% COLA salary adjustment begins in April 2019.

7. Proposed Summer Hours Schedule

The finance committee reviewed the proposed summer hours.

8. Proposed Reclassification of EHI Position to Coordinator-Deferred

9. Approval of the December 2018 Health Fund Expenditure

Jaymie Nelson asked for a motion to approve the health fund expenditure for February. Dr. Steven Lidvall moved and Dr. John Halversen seconded to approve the health fund expenditure for the month of February 2019 in the amount of \$828,081.61 With that, all members voted aye, motion carried.

10. Financial Review

Jaymie Nelson provided an overview of the financial documents for the month of February.

11. FY2018 Grants Received through March 15, 2019

Grant	Fiscal Period	Amount	Motioned/Seconded	Approved
Comprehensive Local Health Protection Grant	7/1/18-6/30/19	\$ 757,605.00	Dr. Steven Lidvall/ Dr. John Halversen	All voted in favor, motion carried.
Safe Drinking Water	10/1/18-9/30/19	\$ 12,950.00	Dr. Steven Lidvall/ James Powers	All voted in favor, motion carried.

12. Accounts Receivable through February 28, 2019

P. Madigan reviewed the accounts receivable with the Board of Health.

PERSONNEL COMMITTEE..... February 13, 2019

1. Approval of the Minutes

Luci Hoover asked for a motion to approve the minutes. Ronald Gottschalk moved and Dr. John Halversen seconded to approve the March 13, 2019 Personnel Committee minutes. With that, all members voted aye in favor, motion carried.

2. Implementation of Budgeted COLA

The Personnel Committee held a discussion on the implementation of the COLA. Luci Hoover asked for a motion to approve the salary schedule. Jaymie Nelson motioned and James Powers seconded the motion. With that, all members voted aye in favor, motion carried.

3. Reclassification of EHI Position for plan review - Deferred

4. Proposed Summer Hours Schedule

The Personnel Committee motioned to approve the consideration of proposed summer hours and allow staff to either work four (4) ten (10) hour days or five (5) eight (8) hour days, excluding leadership from the pilot program. At the discretion of leadership, an employee can be denied summer hours. Robert McCreath second the motion. With that, all members voted aye in favor, motion carried.

POLICY COMMITTEE..... No meeting

QUALITY COMMITTEE March 19, 2019

1. Approval of the Minutes

Dr. Steven Lidvall asked for a motion to approve the minutes. James Powers moved and Dr. John Halversen seconded to approve the February 19, 2019 Quality Committee minutes. With that, all members voted aye in favor, motion carried.

2. Strategic Refresh

Dr. Steven Lidvall provided an overview of the Quality Committee meeting held on March 19, 2019. Minutes will be submitted on April 16, 2019.

NEW BUSINESS / OTHER MATTERS: None

ADDITIONS: None

ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:30 p.m. with a motion by Ronald Gottschalk and seconded by James Powers. With that, all members voted in favor, motion carried.

Approved by the Board of Health 4-16-19
Date


Dr. Steven Lidvall Secretary
Winnebago County Board of Health