

**Minutes of the
Winnebago County Board of Health
Monday, September 17, 2018 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department**

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

Absent: Luci Hoover, Dr. Steven Lidvall, and Jonathon Logemann

Staff Present: Todd Kisner, Patrick Madigan, Todd Marshall, Dr. Sandra Martell and Mindy Idell, RN

Attorney: Charlotte LeClercq

WCHD Support Staff: Sara Ruud (recorder)

President Ronald Gottschalk called the meeting to order at 6:30 pm.

Intoduction of Guest/Public Participation: None

Setting the Agenda: Ronald Gottschalk asked for a motion to set the agenda or amend. Dr. John Halversen moved and Dr. Allen William seconded to set the agenda, all members voted aye in favor, motion carried.

Approval of Minutes: Ronald Gottschalk asked for a motion to amend or approve the minutes. The state James Powers was on the nomination committee and it should state Dr. Steven Lidvall. With that change, Dr. Patricia Lewis moved and Dr. Allen Williams seconded to approve the August 21, 2018 Board of Health Minutes. With that, all members voted aye in favor, motion carried.

Presentation: None

President's Report:

1. Nominating committee

The nominating committee reported on the slate of nominations to the Board of Health Executive Committee. The committee recommended Dr. Allen Williams as President, Jaymie Nelson as Vice-President, and Dr. Steven Lidvall as Secretary. Ronald Gottschalk asked for a motion to approve the nominating committee recommendations. Dr. David Helland motioned and Dr. John Halverson seconded to approve the slate. With that, all members voted aye in favor, motion carried.

2. Election of Officers – Executive Committee

A discussion was held regarding each committee and whether or not each chair and vice chair would like to continue as the chair/vice-chair. Dr. John Halverson requested not to be the Finance Chair but was willing to take the vice-chair position. Jaymie Nelson stepped up to be the chair to the finance committee.

Winnebago County Health Department Highlights:

The following program areas were highlighted for the month of August 2018.

- Domain 2: Hepatitis A Vaccination Campaign

The Communicable Disease (CD) Team in conjunction with the Illinois Department of Public Health is working to provide the Hepatitis A vaccination to individuals who are part of the at-risk population. The goal is to prevent an outbreak of Hepatitis A. The Winnebago County Health Department (WCHD) received 50 doses of Hepatitis A vaccination to start with.

- Domain 3: Neighborhood Property Standards Update and Prairie Road Neighborhood Pump
WCHD is working with the State's Attorney's office to demolish blighted properties through a fast-track legal process using Winnebago County host fee funds. The Winnebago County Health Department has awarded two (2) contracts to Northern Illinois Service to demolish two (2) units.

Winnebago County Health Department developed a White Paper regarding the situation at Prairie Road Pump Neighborhood. The White Paper explained the four (4) options available to the Prairie Road Pump Neighborhood and explained to them they are responsible for making the final decision. The four (4) options available are to repair the current system, hook up to city water, drill shared wells, or to hook up to city septic with individual wells. A meeting has been set up for the beginning of October to work with the Prairie Road Pump Neighborhood Association.

- Domain 4: Violence Reduction Workgroup Film Series, National Overdose Awareness Day Activities

The Violence Reduction Film Series Workgroup showed "Minding the Gap" three (3) times in August. All three (3) showings were sold out and Sunday's showing included a panel discussion lead by Jennifer Cacciapaglia. The next film, "Tough Guise," is scheduled to show on September 23.

August 31st was National Overdose Awareness Day. The Winnebago County Opioid Task Force worked with Lamar donated billboards to promote overdose awareness throughout the county. The Opioid Task Force is working towards getting the community to recognize overdoses, to promote training on naloxone and to promote drug take boxes.

- Domain 5: Strategic Plan Update; Division street Transition

All eight (8) strategic workgroups reported out on what they were working on during the August All Staff meeting. Each group created a unique presentation to explain what they are working on.

Division Street Transition

Winnebago County Health Department continues to move records to secured locations and continues to clean out and donate items from Division Street. Several organizations have been able to repurpose equipment.

- Domain 11: FY2019 Budget Update

The Winnebago County has been meeting on Thursday to go over the FY2019 budget.

EXECUTIVE COMMITTEE.....September 12, 2018

Ronald Gottschalk provided an overview of the Executive Committee meeting held on September 17, 2018. Minutes will be submitted on October 16, 2018.

FINANCE COMMITTEE September 12, 2018

John Halversen chaired this part of the meeting.

1. Approval of the Minutes

Dr. John Halversen asked for a motion to approve the minutes. James Powers moved and Dr. David Helland seconded to approve the September 12, 2018 finance minutes. With that, all members voted aye in favor, motion carried.

2. Approval of the August 2018 Health Fund Expenditure

Dr. John Halversen asked for a motion to approve the health fund expenditure for August. Dr. Patricia Lewis moved and Dr. Allen Williams seconded to approve the health fund expenditure for the month of August 2018 in the amount of \$789,016.62. With that, all members voted aye, motion carried.

3. Budget Amendments

The Finance Committee recommended approval of the following major expenditures. Jaymie Nelson motioned and James Powers seconded approval of the following major expenditures. With that, all members voted aye, motion carried.

Budget Program Name	Fiscal Month	Amount Increase	Rational
Wells & Septic	11	6,825.00	Number of soil borings has increased over the initial projections
Title X Family Planning	11	24,000.00	APN is on contractual basis and money needs to be moved into wages to pay the staff

4. Approval of Major Expenditure Requests

The Finance Committee recommended approval of the following major expenditures. James Powers motioned and Dr. David Helland 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-July 2018	\$ 7,060.00	Dr. Steven Lidvall / James Powers	All voted in favor, motion carried.
Pat Brandon, APN	Contractual Clinician Services	\$ 5,140.00	Dr. Steven Lidvall / James Powers	All voted in favor, motion carried.
Winnebago County SWCD	Soil Borings	\$ 3,425.00	Dr. Steven Lidvall / James Powers	All voted in favor, motion carried.
IT Savvy	New Server PO 122	\$ 14,277.55	Dr. Steven Lidvall / Angie Goral	All voted in favor, motion carried.

There was one (1) major expenditure that could not be approved at the finance meeting. That major expenditure was brought before the Board of Health.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Radiology Consultants	Medical Testing	\$ 7,304.08	Dr. Patricia Lewis / James Powers	All voted in favor, motion carried.

5. Proposed Contracts/ Agreements

The Finance Committee recommended approval of the following contracts. Dr. David Helland motioned and Angie Goral seconded approval of the following contracts. With that, all members voted aye, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Rockford University	Educational Agreement	N/A	Dr. Steven Lidvall / Angie Goral	All voted in favor, motion carried.
Innerspace, Inc.	Lead Risk Assessment	\$ 10,000.00	Dr. Steven Lidvall / Angie Goral	All voted in favor, motion carried.
Aurora Radiology	Diagnostic Testing	\$ 5,000.00	Dr. Steven Lidvall / Angie Goral	All voted in favor, motion carried.
Mercy Health Corp.	Diagnostic Testing	\$ 15,000.00	Dr. Steven Lidvall / Angie Goral	All voted in favor, motion carried.

There were 12 additional proposed contracts that could not be approved at the finance meeting. They were brought before the Board of Health.

Vendor/ Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Cherry Valley Library	Influenza Vaccination Site Agreement	N/A	Dr. Patricia Lewis / Angie Goral	All voted in favor, motion carried.
Diocease of Rockford St. Elizabeth Center	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Angie Goral	All voted in favor, motion carried.
Durand High School	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Angie Goral	All voted in favor, motion carried.
Emmanuel Lutheran Church	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Dr. Allen Williams	All voted in favor, motion carried.
Heartland Community Church	Influenza Vaccination Site Agreement	N/A	Dr. Allen Williams / Dr. Patricia Lewis	All voted in favor, motion carried.
Pecatonica United Methodist Church/Food Pantry	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Angie Goral	All voted in favor, motion carried.
Rockford Housing Authority Resident Services	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Angie Goral	All voted in favor, motion carried.
St. Paul Lutheran Church	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Dr. Patricia Lewis	All voted in favor, motion carried.
Talcott Free Library	Influenza Vaccination Site Agreement	N/A	Dr. David Helland / Dr. Patricia Lewis	All voted in favor, motion carried.

Easterseals Teen Family Support Program	Memorandum of Understanding- Home Visiting Program	N/A	Dr. Allen Williams / Jaymie Nelson	All voted in favor, motion carried.
Northern Illinois Services Demolition	Demo 2 homes	\$ 16,500.00	Dr. Patricia Lewis / Dr. Allen Williams	All voted in favor, motion carried.
Rockford Associated Pathology	Diagnostic Testing	\$ 5,000.00	James Power / Dr. Patricia Lewi	All voted in favor, motion carried.

6. FY2018 Grants Received through August 31, 2018

The Finance Committee recommended approval of the following grant. Jaymie Nelson motioned and Dr. Patricia Lewis seconded approval of the following grant.

Grant	Fiscal Period	Amount	Motioned/Seconded	Approved
MIECHV Contract	7/01/2018-6/30/2019	\$85,372.12	Dr. Steven Lidvall / James Powers	All voted in favor, motion carried.

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

Grant	Fiscal Period	Amount	Motioned/Seconded	Approved
Health Works Lead Agency	7/01/2018-6/30/2019	\$219,690.00	Jaymie Nelson / Dr. Patricia Lewis	All voted in favor, motion carried.

7. Accounts Receivable through August 31, 2018

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

POLICY COMMITTEE..... September 12, 2018

1. Approval of the Minutes

Dr. Patricia Lewis asked for a motion to approve the minutes. Dr. John Halversen moved and Dr. Allen Williams seconded to approve the September 12, 2018 policy minutes. With that, all members voted aye in favor, motion carried.

2. Environmental Health

a. Ground Water Ordinance

The policy committee met on September 12, 2018 to review the ground water ordinance adjacent to Winnebago Landfill. The ordinance would prohibit individuals from using ground water as a potable water supply by drilling/installing wells. The Policy Committee made a motion to recommend the ground water ordinance to the Winnebago County Board. Robert McCreath second the motion, with that, all members voted aye in favor, motion carried.

3. Medical Cannabis Patient Registry Program

Dr. Patricia Lewis provided an overview of the medical cannabis patient registry program. Winnebago County Health Department has the opportunity to assist clients in completing the registration process for the medical cannabis program. No decision was made at the meeting.

PERSONNEL COMMITTEE..... No meeting

QUALITY COMMITTEE September 17, 2018

Dr. Patricia Lewis provided an overview of the Quality Committee meeting held on September 17, 2018. Minutes will be submitted on October 16, 2018.

NEW BUSINESS / OTHER MATTERS: None

ADDITIONS

None

EXECUTIVE CLOSED SESSION: None

ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:34 p.m. with a motion by Jaymie Nelson and seconded by Dr. Allen Williams. With that, all members voted in favor, motion carried.

Approved by the Board of Health 10-14-18
Date



Dr. Steven Lidvall Secretary
Winnebago County Board of Health