

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

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

Absent: Ronald Gottschalk, James Powers and Alderman Tuffy Quinonez

Staff Present: Cynthia Hall, Peter Lopatin, Todd Marshall, Todd Kisner, Cheryl Floyd, Melinda Idell, Dr. Sandra Martell, and Katherine O'Toole

Attorney: Charlotte LeClercq (not present)

WCHD Support Staff: Wasila Diab (recorder)

President Dr. Allen Williams called the meeting to order at 6:31 pm.

Introduction of Guest/Public Participation:

Marilee Myers, a resident of Winnebago County attended the Board of Health meeting to express concern and inquire about the work of the Winnebago County Health Department on the topic of the disproportionately high infant mortality rate in the county. Dr. Sandra Martell informed her of some of work of the WCHD Community Health Improvement Plan and invited her to participate.

Setting the Agenda:

Dr. Allen Williams asked for a motion to set the agenda or amend. Dr. Steven Lidvall made a motion to set the agenda. James Powers seconded the motion. With that, 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 September 17, 2019. Dr. Patricia Lewis seconded the motion. With that, all members voted aye in favor, motion carried.

Presentation:

Winnebago County Health Department Director of Communications and Public Information Katherine O'Toole presented the 2018 WCHD Annual Report to the board. An overview of the work of each WCHD program of the Health Department was given as well as Opioid Response, Trauma Informed work and other campaigns and events.

President's Report: October is Mental Health Awareness month. A resolution passed by the County Board establishing the Winnebago County Community Mental Health Board was reviewed and discussed. The

resolution establishes an independent board authority that oversees the mental health needs of our community. James Powers moved to endorse the resolution. Dr. Patricia Lewis seconded the motion. All members voted aye in favor, motion carried.

Winnebago County Health Department Highlights:

The Board of Health received an update on the following topics for the month of October 2019.

- **Tuberculosis (TB)**
There is an increase in the number of TB cases in Winnebago County. So far they have not been connected. Individuals diagnosed have been placed under directly observed therapy and WCHD continues to monitor the numbers.
- **Influenza:** Todd Kisner provided an update on Influenza Case Numbers which are just below average for this time of year. Robert McCreath inquired about the percent of vaccinated and unvaccinated populations in Winnebago County. Dr. Sandra Martell provided some insights as to how those numbers are extracted. There has been a shortage of High Dose for individuals over 65. The Health Department continues to push out the campaign to vaccinate for influenza.

EXECUTIVE COMMITTEE - No Meeting

FINANCE COMMITTEE—November 13, 2019

Jaymie Nelson chaired this part of the meeting.

1. Approval of Minutes

Jaymie Nelson asked for a motion to approve the minutes for the November 13, 2019 Finance Committee Meeting. Dr. David Helland moved to approve the minutes and Dr. Steven Lidvall seconded the motion. All members of the board voted aye in favor, motion carried.

2. Approval of the October 2019 Resolution of Expenditures

Jaymie Nelson asked for a motion to approve the health fund expenditure for October. Dr. Steven Lidvall moved and Dr. John Halverson seconded to approve the health fund expenditure for the month of September 2019 in the amount of \$669,352.98. With that, all members voted aye, motion carried.

3. Financial Review

Jaymie Nelson provided an overview of the financial documents for the month of October. Revenue is budgeted at \$948,077.25, actual amount being \$ 648,220.08 with a variance of \$229,857. Expenses budgeted at \$956,866.08 actual: \$669,352.98 with a variance of \$287,515.

4. Balance Sheet

The Balance Sheet for September FY 2019 was reviewed and discussed. No irregularities were noted.

5. Bank Reconciliations

Bank Reconciliations were reviewed and discussed. No irregularities were noted.

6. Approval of Major Expenditure Requests

The Finance Committee recommended the approval of the following major expenditures.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
IDPH	Death Certificate Filing Fees	\$ 6,280.00	Dr. John Halversen / Luci Hoover	All voted in favor, motion carried.
Pool Administrators Inc.	Medical/Dental Services	\$ 5,051.38	Dr. John Halversen / Dr. Patricia Lewis	All voted in favor, motion carried.
Pat Brandon	October Clinical Provider Services	\$ 3,800.00	Dr. John Halversen / Dr. Patricia Lewis	All voted in favor, motion carried.

7. Proposed Contracts/ Agreements

The Finance Committee recommended approval of the following contracts/agreements.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
G & G Construction	4501 Compton Ave Demolition	\$12,294	Dr. Steven Lidvall / Dr. John Halversen	All voted in favor, motion carried.
G & G Construction	4301 Mila Ave Demolition	\$8,550	Luci Hoover / Dr. Steven Lidvall	All voted in favor, motion carried.
G & G Construction	1301 Linda Ave Construction	\$14,166	Dr. Steven Lidvall / Luci Hoover	All voted in favor, motion carried.
S & S Construction	606 Vincent Ave	\$14,000	Dr. Steven Lidvall / Luci Hoover	All voted in favor, motion carried.
YWCA/ La Voz Latina	Implement Maternal & Infant Childhood Education Home Visiting Program. (MIECHVP)	N/A	Dr. Steven Lidvall/ Dr. Patricia Lewis	All voted in favor, motion carried.
Children's Home and Aid Doula Program	Implement MIECHVP	N/A	Dr. Patricia Lewis/ Dr. Steven Lidvall	All voted in favor, motion carried.

City of Rockford Early Head Start	Implement MIECHVP	N/A	Dr. Patricia Lewis/ Dr. John Halversen	All voted in favor, motion carried.
Easter Seals Teen Family Support Program	Implement MIECHVP	N/A	Luci Hoover/ Dr. John Halversen	All voted in favor, motion carried.
Harlem School District Prevention Initiative	Implement MIECHVP	N/A	Dr. Steven Lidvall/ Dr. Patricia Lewis	All voted in favor, motion carried.
Rockford Public School Dist #205	Implement MIECHVP	N/A	Dr. Steven Lidvall/ Dr. David Helland	All voted in favor, motion carried.
Rockford Housing Authority	Implement Influenza Vaccination Clinic	N/A	Dr. Steven Lidvall/ Dr. David Helland	All voted in favor, motion carried.
Carly's Place	Implement Influenza Vaccination Clinic	N/A	Dr. Patricia Lewis/ Dr. David Helland	All voted in favor, motion carried.
Senator Stadelman's Wellness Event	Implement Influenza Vaccination Clinic	N/A	Dr. John Halversen/ Luci Hoover	All voted in favor, motion carried.

8. FY2018 Grants Received through April 30, 2019

Grant	Amount	Motioned/Seconded	Approved
Teen Pregnancy Prevention Grant	\$ 220,129.00	Dr. Steven Lidvall/ Dr. John Halversen	All voted in favor, motion carried.
#815 Counts 2020 Census Grant	\$ 38,000	Dr. Patricia Lewis/ Dr. David Helland	All voted in favor, motion carried.
Lead Abatement	\$ 3,411,839	Dr. Steven Lidvall / David Helland	All voted in favor, motion carried.

9. Grant Amendment

The Lead Abatement Grant amendment was reviewed and discussed. The amendment included an extension to run out the remaining funds of the grant before starting next round of funds. Dr. Steven Lidvall motioned to approve the grant amendment. Dr. Patricia Lewis seconded the motion. All board members voted in favor, motion carried.

10. Budget Amendment

Teen Pregnancy Prevention budget amendment was reviewed and discussed. Steven Lidvall Moved to Approve, Dr. David Helland seconded the motion. All members voted in favor, motion carried.

11. Accounts Receivable through September 30, 2019

Jaymie Nelson gave an overview of accounts receivable through October 31, 2019.

12. IDHS Fiscal Compliance Audit Findings

Dr. Sandra Martell gave an overview of the IDHS Fiscal Compliance audit findings and some of corrective actions taken by WCHD to address the findings, specifically with regard to annual employee evaluations and formalizing a protocol for sub recipients of the grant.

POLICY COMMITTEE—November 13, 2019

Dr. Patricia Lewis Chaired this portion of the meeting.

1. Approval of Minutes

Dr. Allen Williams noted his name was included in members present when in fact he was not present. Dr. Patricia Lewis asked for a motion to approve the minutes as corrected. Dr. Steven Lidvall motioned to approve, Dr. David Helland seconded the motion. All members voted aye in favor, with that, motion carried.

2. Time and Attendance Policy

The Policy Committee recommended the Revised Time and Attendance policy to the board for approval. Dr. Sandra Martell gave an overview of the recommended changes. Dr. Patricia Lewis asked for a motion to approve the revised policy. Luci Hoover motioned to approve, Angie Goral seconded the motion, all members voted aye, in favor, with that, motion carried.

3. Healthy Homes Resolution

Todd Marshall presented the Healthy homes Resolution, drafted by the Policy Makers, one of the WCHD strategic workgroups. The Policy Committee recommended the Healthy Homes Resolution to the Board for approval. Dr. Steve Lidvall seconded the motion. All members voted aye in favor, motion carried.

4. Climate Change Resolution

The Climate Change Resolution was originally presented to the Board by Maichal Bacon in the October Board of Health meeting. Dr. Sandra Martell and Attorney Charlotte LeClerc edited and revised the resolution adding clauses specific to Winnebago County. The Policy Committee recommended the Climate Change Resolution to the Board for approval. Robert McCreath seconded the motion. All members voted aye in favor, motion carried.

PERSONNEL COMMITTEE—No meeting

QUALITY COMMITTEE

1. Approval of the Minutes.

Dr. Patricia Lewis requested a motion to approve the minutes from the October 15, 2019 Quality committee Meeting. Dr. John Halversen moved to approve, Jaymie Nelson Seconded the motion. All members voted aye in favor, with that, motion carried.

2. FY 2019 Quality Initiatives

The committee concluded review of Quality Improvement Initiative reports for FY 2019 on

Environmental Health and Health Protection. The committee also reviewed program audit reviews and reports.

NEW BUSINESS / OTHER MATTERS: None

ADDITIONS: None

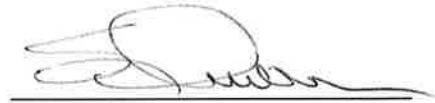
Executive Closed Session—

An Executive Session was needed to discuss matters related to litigation issues at approximately 7:45 p.m. in accordance with the Opens Meeting Act Chapter 5 ILCS 120/2 (c) (1). Dr. Allen Williams moved to go into a closed session and a roll call was taken with all members voting aye in favor, motion carried. The Executive Session ended at 7:58 pm. Ronald Gottschalk moved and Dr. Steven Lidvall seconded to come out of Executive Session. All members voted aye in favor of motion, motion carried.

ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:58 p.m. with a motion by Dr. Patricia Lewis and seconded by Dr. Steven Lidvall. With that, all members voted in favor, motion carried.

Approved by the Board of Health 12-17-19
Date



Dr. Steven Lidvall Secretary
Winnebago County Board of Health