



Winnebago County

Health Department

**Minutes of the
Winnebago County Board of Health
Tuesday, August 20, 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, Luci Hoover, Dr. Patricia Lewis, Dr. Steven Lidvall, Robert McCreath, Jaymie Nelson, James Powers, Tuffy Quinonez, and Dr. Allen Williams

Staff Present: James Keeler, Todd Kisner, Peter Lopatin, Todd Marshall, Dr. Sandra Martell (recorder), and Katherine O'Toole

Attorney: Charlotte LeClercq

WCHD Support Staff: None

President Dr. Allen Williams called the meeting to order at 6:30 pm.

Introduction of Guest/Public Participation: Alderman Tuffy Quinonez was introduced as the Board of Health Representative from the City of Rockford replacing Alderman Jonathon Logemann. Board members introduced themselves and provided brief summaries of their areas of expertise, representation, and length of service on the Board of Health.

Adjovi Commissaire, AmeriCorp member introduced herself. She has been working on Trauma Informed Care and will provide update as part of program area highlights.

Setting the Agenda: Dr. Allen Williams asked for a motion to set the agenda or amend. Luci Hoover motioned to set the agenda. Dr. Patricia Lewis and Dr. David Helland 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. James Powers moved to approve the minutes from July 16, 2019. Angie Goral seconded the motion. With that, all members voted aye in favor, motion carried.

Presentation: *None*

President's Report: *None*

Winnebago County Health Department Highlights:

The following program areas were highlighted for the month of June 2019. Please see the Board of Health Report for the complete report.

- Domain 1: West Nile Virus surveillance update was provided. While there are positive mosquito pools, there have been no positive birds. The absence of birds testing positive for WNV may signal emerging immunity in the bird population. No human cases of WNV have been reported to date in Winnebago County. Shiga-Toxin *E. coli* 0157 (STEC) investigation has closed. Winnebago County has had an increase in Gonorrhea cases and a task force has been convened to address testing, expedited partner therapy, and partner services. Participation from local healthcare providers has been positive as they review best practices for implementation in Winnebago County. Based on the information provided through the Illinois Department of Public Health, local healthcare providers are providing the recommended care for cases that include both an injectable and oral medication.
- Domain 3: The campaign to encourage target population of MSM of color was launched including the bus wraps and bus rails through Rockford Mass Transit. Look for them throughout the county. The campaign mirrors the national campaign.
- Domain 5: Fifty community agencies/entities have signed the Trauma Informed Community Proclamation. The TIC Public Awareness Group has hosted two films at Harlem High School sponsored through funding by the Northern Illinois Community Health Foundation – *Paper Tigers* and *Resiliency*.

EXECUTIVE COMMITTEE - No Meeting

FINANCE COMMITTEE July 31, 2019; August 7, 2019; and August 14, 2019

Jaymie Nelson chaired this part of the meeting.

1. Adoption of FY2020 Winnebago County Health Department Budget

An overview of the FY2020 Winnebago County Health Department Budget was presented by Dr. Martell and James (Jim) Keeler. Two grants have not been reflected in the budget - Teen Pregnancy Prevention Program (TPPP) and HUD Lead Mitigation. The current cycle of HUD funding for lead remediation ends October 16, 2019 with a possible three month extension. The next round of funding if awarded does not start until after calendar year 2020. The increase in professional services is related to support for the completion of the regional Community Health Assessment and Improvement Plan. The submitted budget reflects approximately \$220,000. It is anticipated that the deficit will be covered by the additional grant funding.

This Finance Committee approved adoption of the FY2020 Winnebago County Health Department budget as presented on August 7, 2019.

Jaymie Nelson asked for a motion to approved adoption of the FY2020 Winnebago County Health Department budget to the Winnebago County Board. James Powers motioned and Dr. Allen Williams and Dr. Steven Lidvall seconded the motion. With that, all members voted aye in favor, motion carried.

2. Adoption of the FY2020 555 North Court Budget

An overview of the FY2020 555 North Court Budget was presented by Dr. Martell and James (Jim) Keeler. The budget reflects the in-kind rental support proposed to the Family Peace Center but includes the pass-through costs associated with maintenance, utilities, and parking at Mendelssohn.

Jaymie Nelson asked for a motion to approve adoption of the FY2020 555 North Court Budget to the Winnebago County Board. Dr. Steven Lidvall motioned and James Powers seconded. With that all members voted aye in favor, motion carried.

3. Approval of the Minutes

Jaymie Nelson asked for a motion to approve the minutes for July 31, 2019. Dr. Steven Lidvall moved and James Powers seconded the approval of the July 31, 2019 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

Jaymie Nelson asked for a motion to approve the minutes for August 7, 2019. Dr. Steven Lidvall moved and James Powers seconded the approval of the August 7, 2019 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

Jaymie Nelson asked for a motion to approve the minutes for August 14, 2019. Dr. Steven Lidvall moved and James Powers seconded the approval of the August 14, 2019 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

4. Approval of the July 2019 Health Fund Expenditure

Jaymie Nelson asked for a motion to approve the health fund expenditure for July 2019. Dr. Steven Lidvall moved and Luci Hoover seconded to approve the health fund expenditure for the month of July 2019 in the amount of \$823,336.55. With that, all members voted aye, motion carried.

5. Financial Review

Jaymie Nelson provided an overview of the financial documents for the month of July. Additional bank reconciliation designated as State Treasurer Epay on the Munis report was shared and reviewed. This account reflects deposits made through the on-line Epay for birth/death certificates and permit/inspection fees. This account will be included in the bank reconciliations moving forward. J. Keeler has been working with Winnebago County Finance to transition approved signatures on the account.

6. Budget Amendment: None

7. Approval of Major Expenditure Requests

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
IDPH	Death Certificate Filing Fees	\$7,354.00	Angie Goral/Dr. John Halversen	All voted in favor, motion carried.
Pat Brandon APN	Contractual	\$ 3,200.00	Angie Goral/Dr. John Halversen	All voted in favor, motion carried.
Pool Administrators	Medical and Dental Services – Ryan White Clients	\$6,299.24	Ronald Gottschalk/Dr. John Halversen	All voted in favor, motion carried.
Winnebago County Soil and Water Conservation District	Soil borings	\$4,075.00	Ronald Gottschalk/Dr. John Halversen	All voted in favor, motion carried.

7. Proposed Contracts/ Agreements

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
University of Illinois College of Medicine at Rockford	Physician consultation-Drug Overdose Prevention Program	\$ 7,800.00	Ronald Gottschalk/Dr. Patricia Lewis	All voted in favor, motion carried.
City of Rockford Police Department	Tobacco Enforcement Program	\$ 9,400.80	Ronald Gottschalk/Dr. Patricia Lewis	All voted in favor, motion carried.
Village of Roscoe Police Department	Tobacco Enforcement Program	\$ 1,223.47	Ronald Gottschalk/James Powers	All voted in favor, motion carried.
City of South Beloit Police Department	Tobacco Enforcement Program	\$ 1,085.05	Ronald Gottschalk/James Powers	All voted in favor, motion carried.
Crusader Community Health	Deputizing and oversight of public health departments to provide VFC to entitled underinsured children	N/A	Dr. Patricia Lewis/Dr. Steven Lidvall	All voted in favor, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
WTVO	Trauma Awareness Media Campaign	\$ 10,000.00 Note: Funding was approved at BOH Meeting June 18, 2019	Dr. Patricia Lewis/Luci Hoover	All voted in favor, motion carried.
Rockford Public Schools District 205	Engagement in schools for evidence-based substance abuse prevention and participation in the Illinois Youth Survey	N/A	Dr. John Halversen/James Powers	All voted in favor, motion carried.
Hope Over Addiction	Community training on naloxone/narcan training	\$14,290.00	Ronald Gottschalk/Luci Hoover	All voted in favor, motion carried.
Cherry Valley Public Library	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. Patricia Lewis/James Powers	All voted in favor, motion carried.
Northern Illinois Food Bank	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. John Halversen & Luci Hoover/Dr. Patricia Lewis	All voted in favor, motion carried.
Durand High School	Site agreement for influenza vaccine administration to at-risk populations	N/A	Luci Hoover/Dr. Patricia Lewis	All voted in favor, motion carried.
Carpenter's Place	Site agreement for influenza vaccine administration to at-risk populations	N/A	Luci Hoover/Dr. Patricia Lewis	All voted in favor, motion carried.
Durand United Methodist Church	Site agreement for influenza vaccine administration to at-risk populations	N/A	Luci Hoover/Dr. Patricia Lewis	All voted in favor, motion carried.

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Heartland Community Church	Site agreement for influenza vaccine administration to at-risk populations	N/A	Luci Hoover/Dr. Allen Williams	All voted in favor, motion carried.
1st National Bank and Trust	Site agreement for influenza vaccine administration to at-risk populations	N/A	Angie Goral/Dr. John Halversen & Jim Powers	All voted in favor, motion carried.
Emmanuel Lutheran Food Pantry	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. David Helland/James Powers	All voted in favor, motion carried.
United Lutheran Church	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. David Helland/James Powers	All voted in favor, motion carried.
Veterans Stand Down	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. David Helland/James Powers	All voted in favor, motion carried.
Stepping Stones	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. David Helland/James Powers	All voted in favor, motion carried.
Jackson Charter School	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. David Helland/James Powers	All voted in favor, motion carried.
Social Security Administration	Site agreement for influenza vaccine administration to at-risk populations	N/A	Dr. David Helland/James Powers	All voted in favor, motion carried.

8. Grants Received through June 30, 2019

Grant	Amount	Motioned/Seconded	Approved
Substance Abuse Prevention – Illinois Department of Human Services	\$150,000.00	Dr. Steven Lidvall/James Powers	All voted in favor, motion carried.
High Risk Infant Follow-up – Illinois Department of Human Services	\$210,000.00	Dr. Steven Lidvall/Dr. John Halversen	All voted in favor, motion carried.
Summer Food Inspection Program – Illinois State Board of Education	\$34,000.00	With corrected timeframe of 7.1.2019 – 6.30.2020 Dr. Steven Lidvall/Dr. David Helland	All voted in favor, motion carried.
Public Health Emergency Preparedness – Illinois Department of Public Health	\$157,975.00	Dr. Steven Lidvall/Luci Hoover	All voted in favor, motion carried.
Correction – Tobacco Enforcement Program – Illinois Department of Public Health	\$21,230.00	With correction, Dr. Steven Lidvall/Dr. Patricia Lewis	All voted in favor, motion carried.

9. Accounts Receivable through July 30, 2019

James Keeler reviewed the accounts receivable with the Board of Health.

POLICY COMMITTEE..... No Meeting

Dr. Martell provided update on Waste Hauler Ordinance. Legal challenge was received and proposed ordinance as amended by the Board of Health requiring substantive changes that Board of Health will need to consider. There will be a Policy Committee on September 11, 2019 to review and reconsider the Waste Hauler Ordinance.

PERSONNEL COMMITTEE..... No Meeting

QUALITY COMMITTEE August 20, 2019

Dr. Patricia Lewis chaired this part of the meeting.

Quality Committee met immediately preceding the Board of Health Meeting. The proposed FY2020 Quality Improvement Initiatives were reviewed with the Committee by Dr. Martell and Peter Lopatin. Adoption of the Quality Improvement Initiatives will be brought to the Board of Health in September for

adoption. Next Quality Committee meeting is scheduled for September 17, 2019 at 5:30 pm immediately prior to the Board of Health Meeting.

NEW BUSINESS / OTHER MATTERS: None

ADDITIONS: None

Executive Closed Session: None

ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:35 p.m. with a motion by Luci Hoover and seconded by Ronald Gottschalk. With that, all members voted in favor, motion carried.

Approved by the Board of Health

9/17/2019

Date



Dr. Steven Lidvall Secretary
Winnebago County Board of Health