

**Winnebago County Board of Health Meeting
Tuesday, January 15, 2013 @ 6:30 p.m., 555 North Court Street
Winnebago County Health Department**

PRESENT: Angie Goral, Dr. John Halversen, Dr. David Helland, Ronald Gottschalk, Luci Hoover, Dr. Patricia Lewis, Dr. Steven Lidvall, Inara McGroarty, James Powers, Daniel Saavedra

ABSENT: Ann Thompson-Kelly, Dr. Allen Williams

STAFF PRESENT: Mike Bacon, Judy Box-Brown, Dee Dunnett, Lisa Gonzalez, Steve Guedet, Larry Swacina

President Steven Lidvall called the meeting to order at approximately 6:30 p.m.

SETTING THE AGENDA:

President Lidvall asked for a motion to set the agenda. Luci Hoover moved and Jim Powers seconded to accept the agenda as presented, with all voting aye

INTRODUCTION OF GUESTS / PUBLIC PARTICIPATION: The Board welcomed Laura Nothnagel (interested in observing the workings of a Board of Health meeting) and Gerry Olson and Terry White from Leading Edge Consultants who will be providing tonight's presentation.

APPROVAL OF MINUTES: Dr. Helland moved and Inara McGroarty seconded to approve the Board of Health minutes of November 27, 2012 as presented. All members voted aye, motion carried.

Daniel Saavedra moved and Jim Powers seconded to approve the Executive Session Minutes of November 27, 2012 as presented, with all members voting aye, motion carried.

PRESENTATION: Gerry Olson and Terry White, Leading Edge Consultant, provided an overview of what succession planning is and the importance of it for an organization. Leading Edge has worked with the Department over the past several months in what started out to be succession planning, but soon developed into a workforce and leadership development planning after recognizing the opportunity to look into a broader plan around workforce development. The outline of this plan was shared with the Board at last's months meeting. This plan is in process and designed to ensure WCHD recruits and develops new hires and in-house staff to fill key roles within the organization's stated competencies. The Board asked questions regarding this strategy and next steps with Leading Edge and Mr. Bacon answering. Mr. Powers commented on the need to have a review of our existing strategic plan as an integral part of succession planning.

The Board discussed planning a retreat for sometime before spring (within the next couple of months) that would include workforce and leadership development and a review of the organizations strategic plan as part of the agenda. The Board's Personnel

Committee will work with the Department in developing the objectives to be accomplished at this retreat. It was suggested that Leading Edge be part of the retreat, as facilitators.

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

Mr. Bacon and Dr. Lidvall commented on the challenge of this influenza year for our community and the nation. There is no shortage of vaccine in our community and the Department's HPP Center continues to monitor flu activity closely through the weekly surveillance system. This is a serious disease that has a tremendous impact on hospitalizations and mortality. Mr. Bacon commented on the importance of annually getting flu shots and utilizing various preventative measures. The health care systems also continue to promote vaccination levels in our community.

Mr. Bacon commented on the City and County's recent efforts regarding violence prevention. WCHD has been invited to participate in a violence prevention summit (January 16) hosted by the County. The City has formed a homicide task force that WCHD has been invited to be a part of as well. Mr. Bacon spoke of the homicide figures/report for the community from 1979 through 2005 compiled several years ago by the Department's past epidemiologist. Fifty to sixty percent of homicides are firearm related. Mr. Bacon commented that there are interventions that can make a difference in these figures. It is critical to take the public health approach necessary to analyze and effectively address contributing factors of firearm related homicides. Mr. Bacon would value and encourages the Board's input and thoughts on this issue. IPHA has been asked to help at the State level regarding this issue. Over the next couple of months IPHA will be looking at a broad spectrum of contributing and protective factors relating to this matter.

Responding to questions from Mr. Powers regarding the status of sequestration, Mr. Bacon provided the response that sequestration has been extended until March 1 unless negotiated alternatives replaces it before that time. WCHD has sent letters to federal legislators (supported by the BOH) expressing concern and request for assistance in public health consideration in the debate. Others in the public health community (IPHA, APHA, NACCHO, ASTHO) have also been doing the same.

Dr. Lidvall and Luci Hoover spoke of other situations and legislation at the State level that may have an impact in the healthcare field.

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. Halversen chairing this part of the meeting

1. Review of Financial Reports

Various financial reports for the month of November and December 2012 were presented, reviewed and referred for audit. Dr. Halversen made positive comments on the streamlined financial reports.

Dr. Halversen noticed a discrepancy in the November disbursements versus the disbursement amount shown in the December report (difference of ~\$630). Staff will give clarification regarding this in next month's report and make adjustments if needed. Mr. Guedet commented that it is believed the difference is resulting from the recording of an in-kind donation.

Dr. Halversen moved and Luci Hoover seconded for approval of total health fund expenditures for the month of November 2012 as follows:

Health Fund..... \$1,002,665.49

All members voted aye, motion carried.

Dr. Halversen moved and Inara McGroarty seconded for approval of total health fund expenditures for the month of December 2012 as follows:

Health Fund..... \$918,292.55

All members voted aye, motion carried.

2. Grant and Grant Renewals:

a. Illinois Department of Public Health Vision and Hearing Screening Grant

Dr. Halversen moved and Jim Powers seconded to approve the renewal of the Vision and Hearing grant in the amount of \$16,560 (July 1, 2012 through June 30, 2013). Since the grant term started July 2012 and the Department is just receiving the agreement well into the grant year, Dr. Halversen asked if screenings were continually provided with staff answering affirmative. All members voted aye, motion carried.

b. Illinois Breast & Cervical Cancer Program (IBCCP) Grant Amendment #2

Dr. Halversen moved and Dr. Helland seconded to approve the FY'13 IBCCP grant amendment in the amount of \$40,000 which will bring the total amount of the FY2013 grant to \$596,610. Staff answered questions regarding services since the grant is still approximately \$100,000 less than FY2012. It is uncertain if additional amendments will be received, which is needed particularly to recognize the administrative burden. Ms. Dunnnett commented on services being provided and the waitlist.

POLICY COMMITTEE BUSINESS.....No Meeting

PERSONNEL COMMITTEENo Meeting

QUALITY IMPROVEMENT AD HOC COMMITTEE.....No Meeting

NEW BUSINESS:

Employee Survey Summary

Mr. Bacon provided an overview (in the form of PowerPoint slides handout) of the recent 2012 Employ Survey summary in comparison with the 2010 survey. The survey findings have been discussed in the leadership team meetings and more broadly shared with staff

in a series of meetings. The survey return rate (which included a section for staff comments) was exceptional with mostly positive findings. The slides summarized the Always / Usual, Seldom / Never, and Sometimes categories, showing a percent rate in each category. In all cases except one (*I am aware of how my job contributes to the overall success of the Health Department*); the Department improved in the Always / Usual category and went down in the Seldom / Never. Three concerns continue to show up in the employee survey - inconsistency, communication and accountability. Management has been addressing these issues through strategies such as the QI plan and for several years now having monthly trainings for the directors and supervisors around these issues. The Department continues to work on ways of improving and finds the periodic employee surveys helpful.

Dr. Lidvall commented that with the Department working with less staff and yet having a positive increase in scores shows great progress. He also suggested that if we had benchmarks for this survey from like organizations it would be a more objective way to compare our findings.

The Board applauds the management team for their efforts that go into addressing employees concerns.

Mr. Bacon also commented on the Department's recent Client Survey that will be shared with the Board perhaps next month. The analysis of this survey is being done by Health Systems Research and hopefully they will be available for next month's meeting to present the findings.

UNFINISHED BUSINESS: NONE

CORRESPONDENCE AND INFORMATION: Various materials were included in the Board packet for information purposes.

President Lidvall mentioned the Youth Groundwater Festival to be held in March (science fair for 4th and 5th graders to learn and understand about groundwater). Mr. Swacina and Mr. Bacon provided comments on the origin of this endeavor and gave background information on staff involvement and activities included in the event.

EXECUTIVE SESSION: None

There being no further business, it was moved by Luci Hoover and seconded by Inara McGroarty to adjourn the meeting at approximately 8:10 p.m.

Approved by the Board of Health February 19, 2013
Date

Ronald E. Gottschalk, Secretary
Winnebago County Board of Health