

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING
DATE: September 25, 2018**

BOARD OF HEALTH MEMBERS PRESENT

Christina Jones, RN, MS, President
LeAnn Gruber, DVM, Vice President
Derryl Block, RN, PhD
Kevin Bunge
Heather Breuer, DMD
Erik Englehart, MD
Jessica Harrill, JD
Mayuri Morker, MD

BOARD OF HEALTH MEMBERS ABSENT

Celeste Latham, Secretary
Lizy García
Tiara Huggins

STAFF MEMBERS PRESENT

Lisa Gonzalez, Public Health Administrator
Brenda Courtney, Director of Administrative Services
Cindy Graves, Director of Community Health and Prevention & Health Promotion and Emergency Preparedness
Greg Maurice, Director, Health Protection Division
Annie Tripicchio, Administrative Support & Marketing Manager

GUESTS

Jenny Junck, NP

CALL TO ORDER

The DeKalb County Board of Health meeting of September 25, 2018, was called to order at 6:34 pm by Christina Jones, President.

AGENDA

On a motion by Kevin Bunge, seconded by Dr. Morker, the Board of Health Meeting Agenda was approved. Motion carried.

MINUTES

Full Board

On a motion by Dr. Breuer seconded by Jessica Harrill, the Board of Health Minutes of the Meeting for July 24, 2018 were approved. Motion carried.

On a motion by Dr. Englehart, seconded by Dr. Gruber, the Board of Health Executive Session Minutes of the Meeting for July 24, 2018, were approved. Motion carried.

PERSONS TO BE HEARD FROM THE FLOOR

None

DIVISION REPORTS

Public Health Administrator – Lisa Gonzalez

Mrs. Gonzalez reported that she has been actively involved in the DeKalb County Kindergarten Readiness Initiative over the past two years. The DeKalb County Kindergarten Readiness Initiative is a county-wide initiative with a goal of supporting children and their families in their youngest years through the transition from birth to kindergarten, in order to be ready for Kindergarten. The initiative has established several priority areas, a few of them which directly align with the Health Department's Maternal and Child Health focus areas. Lisa has been asked to lead the priority area which focuses on ensuring comprehensive home visiting in DeKalb County.

Mrs. Gonzalez stated that on August 6, 2018, she attended the Health and Human Services Committee of the DeKalb County Board by invitation to present the 2017 Annual Report. Local animal control authority and the proposed wind farm ordinance was also discussed.

Mrs. Gonzalez reported that on August 31, 2018, she was invited to join County Administration to participate in a presentation by the Intergovernmental Personnel Benefit Cooperative (IPBC). IPBC is a purchasing cooperative of government entities that include cities, villages, counties and various other government entities that can enter into intergovernmental agreements. The purpose of the meeting was to hear the proposal from IPBC and to explore how joining the Cooperative may benefit the County and its employees.

Ms. Tripicchio gave an update on the status of refreshing the DCHD website. Ms. Tripicchio will be trained by Trittenhaus Design in Sycamore on Thursday, September 27th. In order to reduce costs, Trittenhaus is creating the shell and Ms. Tripicchio will create pages and insert information from the current site into the new site. The new site will be managed in house and will be mobile friendly.

Health Protection – Greg Maurice

Mr. Maurice stated a bat positive for Rabies bit a dog on the nose in Cortland. The dog was required to be revaccinated and monitored for thirty days.

Mr. Maurice stated that mosquitoes have been very active during the months of July and August. Twenty batches of mosquitoes positive for West Nile Virus have been identified in the County.

Mr. Maurice reported that the Paint Collection event held on July 14, 2018 was a success with 57 residents recycling 469 gallons of latex paint and 156 gallons of oil-based paint. This is a total of 5,700 lbs. of paint that residents contributed to the County's recycling effort.

Mr. Maurice stated that Health Protection staff have been busy inspecting temporary events including DeKalb Corn Fest, Kishwaukee Fest, Sycamore Ribs, Rhythms and Blues Fest, Sycamore Cruise Night/Car Show, Steam Power Show, Cortland Summer Fest, Pioneer Days in Genoa, Waterman Summer Fest and multiple Fourth of July events.

Community Health and Prevention & Health Promotion and Emergency Preparedness – Cindy Graves

Ms. Graves reported that as a part of the grant to provide case management to residents of University Village (UV) from the City of DeKalb and the new University Village management, she continues to represent DCHD at multiple meetings regarding the University Village Collaboration. DCHD is not a financial partner, rather hoping to increase our touch points within the Village with the goal of increasing awareness of our services.

Mrs. Gonzalez and Ms. Graves had a second meeting on July 17th with the City of DeKalb and VAC regarding the bus route that serves DCHD. The meeting resulted in the plan to serve the County Health Campus.

Mrs. Marungo was asked to present to the DeKalb County Mental Health Board retreat on the Healthcare Enrollment Assistance Program on July 27th. As the funders for this program, it was an excellent opportunity for them to truly appreciate this work. Ms. Graves was asked to present an impromptu information session regarding the DeKalb Drug Overdose Prevention Program (DeK-DOPP). The Mental Health Board appreciated the information and an understanding of the work being done in DeKalb County.

Ms. Graves reported that the 4th Annual Healthy Start to School Event was held on August 2nd. School physicals and immunizations were provided. Shoe Share, DeKalb County Grow Mobile, Northern Illinois Food Bank (NIFB) Mobile Pantry, Adventure Works and OnSite Dental were all in attendance.

Ms. Graves reported that she has been asked by the Children's Advocacy Center to provide the medical expertise/perspective at the Multi-discipline CAC case reviews. She will be completing an online training to prepare for this role.

Ms. Graves stated that as President-Elect of Illinois Public Health Nurse Administrators (IPHNA) she worked with the current President, Amanda Mehl, on the IPHNA Strategic Plan in July. A cross-walk was done to align their Strategic Plan with other players including Illinois Department of Public Health, Illinois Public Health Association, etc. IPHNA's plan dove-tails into their initiatives while emphasizing the importance of nursing and the nursing process in Public Health. The plan was then taken to the Northern Illinois Section of IPHNA in August as a draft. The draft was received well. The next step is to take the plan to the IPHNA Executive Committee meeting in October.

Ms. Graves reported that in August, an IPHMAS request was received from Boone County to assist with staffing needs at a TB testing week as a result of an exposure in their schools. Two DCHD staff were sent to assist in the testing.

Ms. Graves stated that DCHD has received a large response for the Medical Cannabis Pilot Program, especially from the local Pain Clinic Physicians and Cancer Care Physicians. We continue to see clients that have driven over an hour for our assistance as there is no one locally to help them.

Ms. Graves reported that August 2017 is the one-year anniversary of DeK-DOPP. In the past year, DeK-DOPP has established common protocols and standardized training throughout DeKalb County, established their Narcan supply source, supplied or re-supplied all of the Police Departments in DeKalb County (including personal protection doses for officers), participated in the train the trainer course to allow them to go out and train people, established a reporting system (emphasizing capturing data on when overdose reversals were happening), participated in Community Outreach—STEM Café, the HOPE Pilot Program was launched by DeKalb PD and participated in State Advocacy—represented at the Lee County forum and at the NIU forum. The next step will be providing Narcan supply and training to DeKalb County organizations and families.

FINANCIAL DATA

Jessica Harrill moved to approve the Financial Statements for the months of July and August 2018, seconded by Dr. Morker. Motion carried.

Dr. Morker moved to approve the Claims for August and September 2018, seconded by Dr. Breuer. Motion carried.

NEW BUSINESS

1. 2019 Health Department Budget-Revised

Mrs. Gonzalez shared that since the original 2019 Health Department budget was approved in July, there was a change that impacted the revenue side of the budget. Originally, the Contribution from Mental Health line item was budgeted at \$14,100, which was 6 months of grant funding. After further discussion with County Finance and the Mental Health Board Director, the budgeted revenue in that line item was adjusted to \$28,200 reflecting a full year of grant funding.

Mrs. Gonzalez also indicated that since budget approval in July, the County has elected to join the Intergovernmental Personnel Benefit Cooperative (IPBC) for employee benefits, including health, life and dental insurance. She indicated that the change will likely result in costs savings to both the County and the covered employees. Since the amount of savings is not yet finalized, the Health Insurance line item will be published as originally approved. Mrs. Gonzalez will update the Board on this item as more information becomes available.

On a motion by Dr. Breuer seconded by Dr. Gruber, the revision of the 2019 Health Department Budget was approved. Motion carried.

2. 2017-2022 IPLAN

Mrs. Gonzalez provided an overview of the 2017-2022 IPLAN including the Internal Organizational Capacity Assessment, the Community Health Assessment and the Community Health Improvement Plan. She indicated that once the Board of Health approves the IPLAN document, it will be forwarded to the Illinois Department of Public Health (IDPH) for approval and then adopted. Once adopted, the Action Phase of the MAPP process will be initiated which will include formal action plans being developed under each of the three identified health priorities.

On a motion by Jessica Harrill, seconded by Dr. Block, the 2017-2022 Internal Organizational Assessment and IPLAN was approved. Motion carried.

3. DCHD Dress Code Policy-Revised (Informational)

Mrs. Gonzalez provided an overview of proposed revisions to the DCHD Dress Code Policy. She shared that the changes that are being proposed include: clarification on appropriate style of and material of slacks, pants and leggings; an emphasis on employee badging; appropriate time to wear Department issues t-shirts and polos; acceptable shoes, hair tones and piercings; enforcement of policy compliance and exceptions for Health Protection field staff. Mrs. Gonzalez indicated that the Collective Bargaining Unit has requested additional time to provide feedback into the new policy, so the policy will be presented again at the November Board of Health meeting for approval by the full board.

EXECUTIVE SESSION

At 8:04 pm, Dr. Morker moved, seconded by Dr. Breuer, to enter into Executive Session for the purpose of discussing the Bi-annual Review of Executive Session Minutes under Subsection Number 21, all of Section 2 (c) of the Open Meetings Act.

On roll call vote, those voting yes were Dr. Englehart, Dr. Gruber, Dr. Breuer, Dr. Block, Dr. Morker, Jessica Harrill, Kevin Bunge and Christina Jones.

At 8:07 pm, Dr. Breuer moved to enter back into open session, seconded by Dr. Gruber. Motion carried.

Dr. Gruber moved, seconded by Dr. Englehart to release the Executive Session Minutes of the meeting held March 27, 2018. Motion carried.

CORRESPONDENCE AND NEWS

Mrs. Gonzalez stated that during the month of October each year, the Nominating Committee meets to look at the following years appointments for the Board of Health. A Committee meeting date will be scheduled prior to the next full Board of Health meeting to discuss officers, reappointments and appointments for 2019.

ADJOURNMENT

On a motion by Dr. Breuer, seconded by Kevin Bunge, the Board of Health adjourned at 8:10 pm. Motion carried.

Celeste Latham, Secretary
DeKalb County Board of Health