

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING
DATE: November 27, 2018**

BOARD OF HEALTH MEMBERS PRESENT

LeAnn Gruber, DVM, Vice President
Celeste Latham, Secretary
Derryl Block, RN, PhD
Kevin Bunge
Heather Breuer, DMD
Erik Englehart, MD
Jessica Harrill, JD
Tiara Huggins
Mayuri Morker, MD

BOARD OF HEALTH MEMBERS ABSENT

Christina Jones, RN, MS, President
Lizy García

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

Brandy Anderson, Jessica Beck, Francesca Nunez, Nicole Osborne, Emma Philmole, Kaylyn Smith

CALL TO ORDER

The DeKalb County Board of Health meeting of November 27, 2018, was called to order at 6:30 pm by LeAnn Gruber, Vice President.

AGENDA

On a motion by Celeste Latham, seconded by Dr. Breuer, the Board of Health Meeting Agenda was approved. Motion carried.

MINUTES

Full Board

On a motion by Dr. Englehart seconded by Tiara Huggins, the Board of Health Minutes of the Meeting for September 25, 2018 were approved. Motion carried.

Executive Session

On a motion by Kevin Bunge, seconded by Dr. Breuer, the Board of Health Executive Session Minutes of the Meeting for September 25, 2018, were approved. Motion carried.

PERSONS TO BE HEARD FROM THE FLOOR

None

DIVISION REPORTS

Public Health Administrator – Lisa Gonzalez

Mrs. Gonzalez reported that the CFY2019 Budget was approved at the October County Board meeting with the adjustment that was discussed at the September Board of Health Meeting. With the adjustment, it is anticipated that we will use \$201,100 of fund balance reserves for CFY2019. During this reporting period, Health Department staff have continued to work to complete all required grant applications. Although most of the grant applications have been submitted for SFY2019, we have not received the majority of the executed contracts as of yet.

Mrs. Gonzalez stated that open enrollment for 2019 Health Insurance began on October 15th and continued through the first week in November. With the Intergovernmental Personnel Benefit Cooperative (IPBC), medical insurance will continue with BCBS with the same plan design as 2018, dental insurance will switch from BCBS to MetLife, pharmaceutical management will move from Prime Therapeutics to Express Scripts and life insurance will move from MetLife to Standard Life.

Mrs. Gonzalez reported that initial projections indicate that reduction to the Health Insurance premiums will likely result in a cost savings of approximately \$125,000 to the Health Insurance line item for 2019. The 2020 rates will be frozen at 2019 levels resulting in the 7.3% average rate decrease being experienced for at least two years with a minimum rate decrease of 3.8% being realized by every rate tier for the same two-year period.

Mrs. Gonzalez stated, following BOH approval at the September Board meeting, the 2017-2022 IPLAN was submitted to the Illinois Department of Public Health for review and approval. On October 23, 2018, the Health Department received confirmation of IPLAN approval and documentation of our continued Local Health Department Certification through September 16, 2022.

Mrs. Gonzalez reported that the newly updated DCHD website went live on November 3rd. Updates to come include information on Board of Health members and DCHD leadership.

Billing- Brenda Courtney

Mrs. Courtney updated the Board on the implementation of CDP Data Management Software. As part of the update, she provided the Board with an overview of system operations and also summarized the advantages and disadvantages that have been recognized.

Health Protection – Greg Maurice

Mr. Maurice reported that DCHD and Community Development investigated complaints of no heat/hot water at Suburban Apartments, along with carbon monoxide issues.

Mr. Maurice reported that the Electronic Waste Collection event held on September 22 was a success with over 320 residents recycling 61,900 pounds of electronic waste.

Mr. Maurice reported that staff inspected multiple temporary events including the Sandwich Fair, Volkfest, Taste of Sandwich and Pumpkin Fest.

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

Ms. Graves reported that DCHD provided school physicals for a select group of children facing the most difficult of life situations (homelessness, no transportation, etc.). Staff saw approximately 20 children who otherwise would have been excluded from school the next day. This is the second year we have collaborated with DeKalb School District in this way.

Ms. Graves stated that work continues on the Annie Glidden Corridor Revitalization Plan. The University Village Collaborative hosted an event in the new Community Room. DCHD gave flu shots and educated residents on insurance coverage.

Ms. Graves reported that in collaboration with the Sheriff's Office, an Intruder Drill was conducted on the Health campus on October 26th.

Ms. Graves stated she attended a training in Radiological decontamination at the Chicago Public Health Training facility. The purpose of this training was to better educate on this particular hazard because NIU Convocation Center is designated as an Exodus point for radiological emergency evacuation as well as other evacuation scenarios.

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 it has been a challenging year for school immunizations exclusion. Different schools excluded on different days of the year, spreading out the challenge. Walk-in's were extremely busy, with up to 10 stressed people arriving at once for service. Phone calls with questions and requests were averaging 50 per day.

Ms. Graves reported she met with DeKalb Park District to discuss processes and supply them with Narcan. In addition to point locations within their buildings, their ground maintenance crews will also carry Narcan in their trucks in case they need to use it. She presented the DOPP program and training opportunities at the Community Resources for Youth (CRY) Breakfast. On behalf of DeK-DOPP, DCHD put together a Train the Trainer (TTT) course to train instructors to conduct Narcan/Overdose training for their organizations. We are waiting dates that will work for school nurses and then will open up to other entities. We have reached out to youth organizations, schools, and public transportation. We will be reaching out to libraries, hotels, parks, etc.

FINANCIAL DATA

Tiara Huggins moved to approve the Financial Statements for the months of September and October 2018, seconded by Dr. Morker. Motion carried.

Dr. Breuer moved to approve the Claims for October and November 2018, seconded by Celeste Latham. Motion carried.

NEW BUSINESS

1. DCHD Dress Code Policy-Revised

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 did provide a few recommendations for edits since the last Board meeting, all of which were incorporated into the version presented. Mrs. Gonzalez recommended the adoption of the new policy.

Dr. Block moved to approve the DCHD Dress Code Policy, seconded by Dr. Breuer. Motion carried.

2. Nominating Committee Report

Mrs. Gonzalez provided the Nominating Committee Report. Mrs. Gonzalez stated that the Committee reviewed nominees for three new appointments and two reappointments to the Board of Health.

The Board approved the Committee nominations of Patricia Faivre and Jessica Harrill for a three-year term from January 1, 2019 through December 31, 2021; and appointment of Chris Porterfield, County Board Representative, for his first one-year term, January 1, 2019 through December 31, 2019. The Board approved the reappointment of Dr. Derryl Block and Dr. Heather Breuer for a three-year term from January 1, 2019 to December 21, 2021.

The Board approved the Committee recommendation of the following slate of officers, President, Christina Jones, Vice President, LeAnn Gruber and Secretary, Celeste Latham.

3. 2018 Meeting Dates & Times

Mrs. Gonzalez discussed the draft of the 2019 Board of Health meeting calendar. The meetings are scheduled every other month, beginning in the month of January and are held on the fourth Tuesday.

4. Recognition of Retiring Board Members: Kevin Bunge & Tiara Huggins

Mrs. Gonzalez expressed her gratitude to retiring Board members, Kevin Bunge and Tiara Huggins recognizing them for their dedication and contributions to the Board.

CORRESPONDENCE AND NEWS

As noted.

ADJOURNMENT

On a motion by Dr. Englehart, seconded by Dr. Morker, the Board of Health adjourned at 7:30 pm. Motion carried.

Celeste Latham, Secretary
DeKalb County Board of Health