

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING
DATE: March 25, 2014**

BOARD OF HEALTH MEMBERS PRESENT

Paul Stoddard – President
Karen Hagen, RN, MS – Vice President
Christina Jones, RN, MS – Secretary
Tim Duez, DDS
Roger Faivre
LeAnn Gruber, DVM
Regina Harris, JD
Celeste Latham
Mayuri Morker, MD

BOARD OF HEALTH MEMBERS ABSENT

Ronald Feldmann, MD
Andria Mitchell

STAFF MEMBERS PRESENT

Jane Lux, Public Health Administrator
Cindy Capek, Assistant Administrator
Brenda Courtney, Director of Administrative Services
Cindy Graves, Director, Community Health and Prevention Division
Greg Maurice, Director, Health Protection Division

CALL TO ORDER

The DeKalb County Board of Health meeting of March 25, 2014, was called to order at 7:00 pm by Paul Stoddard, President. President Stoddard recognized Michelle, an RN to BSN completion student who is working with Cindy Graves to gain Public Health leadership experience.

MINUTES

FULL BOARD

On a motion by Roger Faivre seconded by Celeste Latham, the Board of Health Minutes of the Meeting for January 28, 2014, were approved. Motion carried.

On a motion by Dr. Tim Duez seconded by Christina Jones, the Board of Health Executive Session Minutes of the Meeting for January 28, 2014, were approved. Motion carried.

PERSONS TO BE HEARD FROM THE FLOOR

None

DIVISION REPORTS

Public Health Administrator - Jane Lux

Mrs. Lux noted that she and staff worked on the Audit and the closing of the books for 2013. The Audit will be discussed under New Business.

Mrs. Lux called attention to the 2013 Annual Report detailing the revenue and expense information that was outlined in the report. She provided an explanation of the sources of revenue to include: Fees (25%), Grants (42%) and Other (33%). The largest expense category was Personnel (80%).

Mrs. Lux reported that the department was notified that funding for the community transformation grants would be ending September 30, 2014, even though the program was slated for funding through 2016. The "We Choose Health" program is being funded by this grant and has been extremely successful for the past two years. These funds will be diverted to other Centers for Disease Control and Prevention (CDC) health promotion grants. However the details and grant process have not been announced. Staff is actively seeking grant opportunities to continue the programming.

Mrs. Lux announced notification of a \$50,000 grant award for the Ticket for the Cure Breast Cancer Risk Reduction Grant. The DeKalb County Health Department was one of six in the state chosen to receive funding. This is the first breast cancer grant, and the program will include outreach and education, a risk survey and personal health coaching.

Mrs. Lux discussed the information she provided on the Marketplace enrollment for the first five months of the initial enrollment period. With the March 31st deadline quickly approaching, our three half-time IPC counselors have seen increased requests for appointments from the seventeen weekly enrollments in January and February to forty-one per week at the end of February and eighty per week the third week of March. She explained that a single enrollment may require multiple meetings and a considerable amount of time to complete the process. The counselors are focusing on Marketplace enrollment since Medicaid enrollment can be done after the deadline.

Mr. Stoddard asked whether or not the Health Department could anticipate new grant revenue to maintain programs. Mrs. Lux said we have not received information about funding for the next fiscal year.

Health Promotion Programs – Cindy Capek

Ms. Capek said that her report summarized the initiatives of the health promotion programs and would be pleased to answer any questions from the Board. She called attention to the "Shoe Share" program which was being launched in April and evolved from discussions with school wellness teams. She noted that teaching staff said it was not unusual for children and youth to be turned away from gym class because they did not have sneakers. The program will collect and recycle tennis shoes that will be distributed back to the community in August. Ms. Capek acknowledged the partners who were making this possible with recognition to the Kiwanis family of volunteers who will assist with filling orders and the distribution of shoes.

Ms. Capek called attention to the promotional flyer on smoking that was developed by the marketing department of KishHealth System in collaboration with Health Department staff. Staff will be rolling out a smoking campaign late April to May which will include banner bus advertising, working with local food vendors to include stuffers for take-out orders and coasters at select bars. Ms. Capek said that the partnership with KishHealth System has allowed us expand our marketing budgets to target a variety of audiences.

Health Protection – Greg Maurice

Mr. Maurice informed the Board that New Life Electronics Recycling assumed responsibility for the municipal E-waste program in March.

Mr. Maurice discussed several animal control issues to include a dangerous dog declaration and a livestock kill by dogs.

Mr. Maurice provided an overview of the situation at Cortland Mobile Home Park involving a septic system failure. This was not a new problem for the Mobile Home Park, but in the past they had pumped the sewage to a storage tank. He explained our involvement in promoting a permanent solution for the problem. He said that the adjoining cemetery and the Cortland Animal Hospital were impacted by the situation. He and staff are working with the Illinois Environmental Protection Agency and the Illinois Department of Public Health. Soil and water tests are being taken and staff has been to the location daily.

Mr. Faivre commented that a pair of wolves was seen on the south west side of DeKalb. It appears that the wolves are moving south to secure food after having a long winter.

Community Health and Prevention – Cindy Graves

Ms. Graves said that the Marketplace will officially close on March 31, and that there have been no discussions on extending the deadline. The IPC staff is fielding nearly eighty requests a week, and had thirty-five individual appointments this week.

Ms. Graves was happy to report that we hired an experienced Nurse Practitioner to work in the Family Planning program. She is anticipating the application for the state fiscal year 2015 Family Planning Grant which is expected to be a competitive application this year.

Ms. Graves discussed the statistics that were reported for Pediatric Services, noting that the discrepancy in the January and February figures were due to the cancellation of a January clinic that was re-scheduled for February.

Mr. Stoddard asked Ms. Graves if she knew how Marketplace enrollment compared to expanded Medicaid enrollment. Ms. Graves said that for every two individuals enrolled in the Marketplace, we were seeing three to four Medicaid enrollments.

Mrs. Lux commented on a recent Chicago Tribune article noting that the State of Illinois had expected 200,000 new Medicaid participants, but this number was actually closer to 400,000.

FINANCIAL DATA

Karen Hagen moved to approve the Financial Statements for January and February 2014, seconded by Roger Faivre. Motion carried.

Dr. Tim Duez moved to approve the Claims for February and March 2014, seconded by Christina Jones. Motion carried.

NEW BUSINESS

1. DeKalb High School Student Presentation

Mrs. Lux introduced DeKalb County Health Education staff Melissa McAvoy and Katie Roley, who in turn introduced Maria Marungo, spokesperson for the DeKalb High School “Reality Group.” The students

had requested the opportunity to present to the Board of Health so they could be better prepared for their June presentation to the Park District Board.

Maria provided an overview of Reality and their goals, health issues surrounding smoking, rationale for eliminating smoking in playgrounds and areas highly utilized by children, the importance of role modeling and the results of the survey that was distributed by the Reality students. The survey was handed out to the Board by her peers along with examples of the cigarette butts and other smoking material they had collected in forty-five minute period at a local park. According to the survey, sixty of the sixty-four respondents believed playgrounds should be tobacco free. Maria went on to discuss the environmental issues relative to smoking, noting how long it took cigarettes to decompose as well as the chemicals that contaminated the ground. She offered concepts to implement no smoking in parks as well as options for enforcement. The Board thanked Maria and her peers for the presentation.

2. Board of Health Meeting Time

Mr. Stoddard explained that at the last Board of Health Meeting there was discussion of changing the starting time for the Board of Health meetings. The Board was agreeable to 7:00 pm.

On a motion by Dr. Tim Duez, second by Karen Hagen, the regularly scheduled Board of Health Meeting will be changed from a starting time of 7:30 pm to 7:00 pm. Motion carried.

3. Update Management Policy

Mrs. Lux reviewed the proposed policy with regard to administrative and management positions that are considered "Exempt" under the Fair Labor Standards Act, which guarantees a weekly salary that does not vary based on the hours worked each week. Overtime is not granted Exempt employees in pay or compensatory time who work additional hours on an hour for hour basis. The revised policy was reviewed by our labor attorney.

On motion by Roger Faivre, second by Regina Harris, the Board adopted the Management Policy as presented. Motion carried.

4. Annual Solid Waste Program Report

Mrs. Lux gave an overview of the 2013 Annual Solid Waste Report explaining that the Health Department received approximately \$96,000 in tipping fees as revenue. Mrs. Lux explained how the approximately \$106,000 in expenses was spent. She noted that the recycling rate continues to be very good for the County and that when construction/demolition recycling was removed, the 2013 rate for recycling was 50 percent, far above the state average. She explained the Landfill Rate, a measurement of the pounds per person per day going to the landfill, was 4.26 in 2013 and 4.28 in 2012.

Mrs. Lux explained that the Zero Waste Task Force had been discussing a variety of concepts to include expanded recycling. She noted the timeliness of the Task Force and incorporating these recommendations into the development of our five-year update to the Solid Waste Plan. She anticipated additional funding when the landfill expansion occurs, sometime in 2015. Christel Springmire will be presenting the 2013 Annual Solid Waste report to the County Planning and Zoning Committee in April.

5. 2013 Audited Financial Statement

Mrs. Lux provided an overview of the 2013 Audited Financial Statement. Our total revenue exceeded the budgeted revenues by nearly \$105,000. A significant amount of this was due to \$62,000 in unanticipated grant revenue, primarily due to the We Choose Health and In-Person Counselor grants. In addition, Medicaid and private pay fee revenue exceeded budgeted amounts. Overall, expenditures were

approximately \$17,600 over budgeted amounts. There was a net gain of \$326,500 that included the revenue from the sale of Home Care. Mrs. Lux was very pleased, as we exceeded our financial goals. This will be helpful, as she anticipates challenges in the next few years.

EXECUTIVE SESSION

At 8:07 pm, Celeste Latham moved, seconded by Roger Faivre, to enter into Executive Session for the purpose of discussing Business Matters–Community Outreach Building Lease of Space, under Subsection Number 6, Bi-Annual Review of Executive Session Minutes under Subsection Number 21 and Employment Matters under Subsection Number 1, all of Section 2(c) of the Open Meetings Act. Motion carried.

On a roll call vote, those voting yes were Paul Stoddard, Dr. Timothy Duez, Christina Jones, Celeste Latham, Roger Faivre, Dr. Lee Ann Gruber, Karen Hagen, Regina Harris, and Dr. Mayuri Morker.

Cristina Jones moved, seconded by Dr. Timothy Duez to return to Open Session. Motion carried.

At 8:34 pm, Paul Stoddard stated that the Board of Health is now in Open Session.

On motion by Karen Hagen, seconded by Dr. Tim Duez, the Board authorized Mrs. Lux to continue Community Outreach Building Lease of Space negotiations with the Community Mental Health Board, with the price term as presented in Executive Session. Motion carried.

On motion by Christina Jones, seconded by Regina Harris, the Board of Health authorized the release of the Executive Session Minutes of the meetings held on March 22, 2012, May 22, 2012, September 27, 2012, November 9, 2012, November 27, 2012 and September 24, 2013. Motion carried.

On motion by Dr. Tim Duez, second by Dr. LeAnn Gruber, The Board accepted Resolution 32514, to destroy the verbatim tapes of the Executive Session meetings held on May 8, 2012, May 22, 2012 and July 24, 2012. Motion carried.

On motion by Roger Faivre, second by Christina Jones, the Board approved a three percent parity adjustment for the four Community Health and Prevention Division Nurse Program Coordinators in accordance with the rationale discussed in Executive Session, effective April 6, 2014. Motion carried.

CORRESPONDENCE AND NEWS

As noted.

ADJOURNMENT

On a motion by Dr. Tim Duez, seconded by Regina Harris, the Board of Health adjourned at 8:40 pm. Motion carried.

Christina Jones, Secretary
DeKalb County Board of Health