

**DEKALB COUNTY BOARD OF HEALTH  
MINUTES OF THE MEETING  
DATE: May 24, 2016**

**BOARD OF HEALTH MEMBERS PRESENT**

Christina Jones, RN, MS, President  
Ruth Anne Tobias, Vice President  
Celeste Latham – Secretary  
Maria Caudillo  
Heather Breuer, DMD  
LeAnn Gruber, DVM  
Mayuri Morker, MD

**ABSENT**

Derryl Block, RN, PhD  
Roger Faivre  
Ronald Feldmann, MD  
Keith Foster, JD

**STAFF MEMBERS PRESENT**

Jane Lux, Public Health Administrator  
Annie Tripicchio, Administrative Assistant  
Brenda Courtney, Director of Administrative Services  
Greg Maurice, Director, Health Protection Division  
Cindy Graves, Director, Community Health and Prevention Division  
Health Promotion and Emergency Preparedness Division

**CALL TO ORDER**

The DeKalb County Board of Health meeting of May 24, 2016, was called to order at 7:04 pm by Christina Jones, President.

**MINUTES**

**Full Board**

On a motion by Celeste Latham, seconded by Dr. Morker, the Board of Health Minutes of the Meeting for April 12, 2016, were approved. Motion carried.

On a motion by Dr. Breuer, seconded by Ruth Anne Tobias, the Board of Health Executive Session Minutes of the Meeting for April 12, 2016, were approved. Motion carried.

**PERSONS TO BE HEARD FROM THE FLOOR**

None

## **GUEST PRESENTATION**

### **Healthcare Landscape and Collaboration**

Mrs. Lux introduced Kevin Poorten, President and CEO of KishHealth System. Mr. Poorten emphasized the importance of continuing collaboration between KishHealth System and the DeKalb County Health Department through KishHealth System's affiliation with Northwestern.

Poorten discussed the central role of public health in the age of healthcare reform. He noted the importance of a strong working relationship with even more public-private working relationships. The healthcare industry has changed vastly with the new economic model of paying for outcomes rather than volume. The model requires reliance on good data. There is recognition in the hospital industry, that aligns with public health, that eighty (80) percent of health status is a result of social factors. While there are broader strategic initiatives with Northwestern, there is local flexibility. Mr. Poorten also discussed their commitment to a new Electronic Medical Record (EMR) and the importance of community providers, including the Health Department, utilizing the same system for data sharing.

## **DIVISION REPORTS**

### **Public Health Administrator - Jane Lux**

Mrs. Lux stated that the Illinois Legislature passed the Grant Accountability and Transparency Act (GATA) in 2014 that conforms to federal guidance for both federal and state grants. The rules become effective in Illinois July 1, 2016. The stated purpose is to increase accountability and transparency and reduce the administrative burden on State agencies and grantees by standardizing grant administration and management. There were a myriad of webinar trainings with the expectation of implementation for the state fiscal year 2017 (July 1, 2016 – June 30, 2017) grant applications.

Mrs. Lux had a second meeting with Candace King, Executive Director of the DuPage Federation, and partners, regarding expansion of a hospital-health department collaboration model. The model, still in the planning stage, has evolved since initial discussions, without a direct role for DeKalb County Health Department. Mrs. Lux will be following up to continue to promote the value of a partnership with the Health Department.

Upon research, Mrs. Lux learned that there will be payment reductions for Medicare Part B services for providers that do not have electronic health records (EHRs) by 2017. There is no information about potential payment reductions to Medicaid, our main payer. Mrs. Lux requested a cost estimate for the ezEMRx product offered by CDP, the software and data services company contracting with the Illinois Public Health Association. Their product is a certified complete electronic health record geared toward public health clinics. The estimated start-up cost is approximately \$80,000 per year for the first two years. Mrs. Lux stated this will likely be an issue for further study and action for the Health Department over the next five years.

Mrs. Lux and Mr. Hanson, County Administrator, met with the County Board Chair and Vice Chair at their request to share information regarding the Board of Health's recommendation to place a Public Health tax levy referendum on the November ballot. Subsequently, Mrs. Lux met with the Chair of the Health and Human Services (HHS) Committee, then the HHS Committee to present the topic. Mrs. Lux gave a presentation to the full County Board at their May meeting. A copy of the PowerPoint presentation given was attached to the May Board of Health packets for Board member review.

Mrs. Lux reported that she, Mr. Maurice and Mrs. Gibson hosted several planning meetings for the follow-up cathode ray tube (CRT) television collection, including weekly internal staff meetings to work on details. Thus far, the public information and the phone bank to take reservations have been successful. On May 26, 27 and 28, we will be taking approximately 1,000 more TVs, estimated at 77,000 pounds, at a cost of approximately \$20,000 to the Solid Waste fund.

Mrs. Lux stated that we are getting regular information updates and webinars on Zika virus. This is an emerging public health problem with new and changing information that creates uncertainty. As mosquito season approaches and the perceived threat becomes more real, there will be more information seeking among the public. We are preparing by keeping updated with information and attending meetings regarding clinical issues and communication plans. The Ebola grant was extended into state fiscal year 2017 to address Zika communication and response.

Mrs. Lux stated that since this is her last Board of Health meeting, she wanted to thank the Board for the ongoing support of the Health Department and her role. She commented that success during her tenure was due to the hardworking and excellent staff and leadership team.

#### Health Protection – Greg Maurice

Mr. Maurice stated that staff attended a foodborne illness investigation training in Rockford with Communicable Disease Program staff.

Health Protection staff gave multiple presentations on hand washing to congregate living facilities such as the DeKalb County Rehabilitation & Nursing Center and Hope Haven (homeless shelter).

The Health Department Solid Waste Program has partnered with the City of DeKalb Citizen's Environmental Commission to implement the Share a Bag program, which is encouraging residents to share reusable shopping bags. Containers with bags are located at the Health Department, City of DeKalb Library, Barb Food Mart and Laundry Lounge.

Mr. Maurice stated that wardens investigated a livestock kill of 24 chickens in Kirkland. It was determined that two neighboring dogs were responsible and they were returned to their owner.

#### Community Health and Prevention - Cindy Graves

Ms. Graves reported on a number of communicable disease outbreak investigations during this period. These included a case of Hepatitis A, two cases of salmonella with the potential of a common source, and a case of measles in an individual that attended the Northern Illinois University (NIU) graduation ceremony. Communicable Disease staff worked with affected persons and conducted contact investigations to ensure the diseases were contained.

#### **FINANCIAL DATA**

Mrs. Lux pointed out the following new Revenue line items in the financial statement: \$4,455 is for a one-year DeKalb County Community Foundation (DCCF) grant to fund the school health coordinator for school wellness programming; \$4,561 is for Drug Testing that Ms. Graves implemented at the request of Kishwaukee College for their health studies students; \$4,614 is for Vision and Hearing Screening services to schools that are not covered under the grant, such as school-age children; and \$5,932 is for the one-year grant from the Community Mental Health Board to fund the Healthcare Enrollment Assistance program. These are all new revenue sources that contribute to our financial sustainability.

Celeste Latham moved to approve the Financial Statements for the months of March and April 2016, seconded by Maria Caudillo. Motion carried.

Dr. Breuer moved to approve the Claims for April and May 2016, seconded by Ruth Anne Tobias. Motion carried.

## **NEW BUSINESS**

### **1. Audited 2015 Financial Statement**

Mrs. Lux provided an overview of the Audited 2015 Financial Statement. Although we increased fee revenue by \$157,706 over 2014 in all fee categories (Environmental Health, Medicaid, Vital Records and Private Pay), this did not offset a significant reduction in grant revenue of \$256,693 (15 percent reduction). With grants our major revenue source, total Revenue decreased 3 percent, or \$101,295, from 2014. Maternal and Child Health grants (accounting for 2/3 of total grant revenue) decreased the most, 10 percent, compared to 2014.

Although we had a 2 percent wage increase in 2015 (in accordance with our Collective Bargaining Agreement), our total Expenditures increased just 1 percent, or \$50,193, over 2014. This was due to cost containment, primarily in personnel savings. Salaries and benefits accounted for 83 percent of total Expenditures.

With a 15 percent reduction in our major Revenue source, we weathered a challenging year with a deficit (\$133,729) that was 47 percent less than originally anticipated. We are on target with implementation of our mid-term plan to spend down Fund Balance reserves (2015 was Year 1), and we have maintained our financial stability. Grant revenue comprised 48 percent of Revenues in 2013, and was 41 percent in 2015. During this time, Revenue from fees increased from 27 percent of total revenue in 2013 to 34 percent in 2015. Due to judicious financial management over the last many years and savings over the last six years in preparation for the current revenue challenges, we have been able to use our reserves to lengthen our sustainability during significant funding cuts.

Mrs. Lux stated this will be hard to sustain in the long-term with current funding trends including the state financial crisis, a continued trend of decreased grant revenue while expenses increase, and the ability to realize the same amount of increased revenue from fees is expected to plateau.

As the Board of Health has been planning and preparing with these factors in mind, this was the rationale for moving forward with the recommendation to the County Board to place the question of a public health tax levy referendum on the ballot of the November election.

### **2. Non-union Salary Increases**

Mrs. Lux presented recommendations for annual salary increases for Non-union employees.

Ruth Anne Tobias moved to approve salary increases for non-union employees as recommended: 1% increase in base effective 1/1/2016 (retroactive); 2.25% increase in base effective 1/1/2017; 2% increase in base effective 1/1/2018; 2% increase in base effective 1/1/2019; 1.75% increase in base effective 1/1/2020; and classification salary ranges will increase the same percent as the base salary increases, seconded by Celeste Latham. Motion carried.

## EXECUTIVE SESSION

At 8:34 pm, Ruth Anne Tobias moved, seconded by Celeste Latham, to enter into Executive Session for the purpose of discussing Collective Bargaining Agreement under Subsection Number 2 and Employment Matters—Personnel, under Subsection Number 1, both of Section 2 (c) of the Open Meetings Act.

On a roll call vote, those voting yes were Maria Caudillo, Christina Jones, Celeste Latham, Ruth Anne Tobias, Dr. Breuer, Dr. Gruber and Dr. Morker.

At 9:00 pm, Ruth Anne Tobias moved to enter back into open session, seconded by Dr. Breuer. Motion carried.

Dr. Gruber moved, seconded by Dr. Breuer, to approve the Collective Bargaining Agreement with American Federation of State, County & Municipal Employees (AFSCME), Council 31, Local No. 3537, Covering the Employees of the DeKalb County Health Department, Effective 1/1/2016 to 12/31/2020. Motion carried.

Maria Caudillo moved, seconded by Dr. Gruber, to adjust the hourly wage for the part-time temporary nurse, effective for the payroll period starting May 29, 2016. Motion carried.

Ruth Anne Tobias moved, seconded by Dr. Breuer to approve the one-time additional compensation for extraordinary circumstances for Administrative and Clinical leadership staff that operationalized new processes for expanded billing, in accordance with the *Overtime for Positions Classified Administrative and Management Policy*, as recommended. Motion carried.

## CORRESPONDENCE AND NEWS

As noted.

## ADJOURNMENT

On a motion by Dr. Breuer seconded by Celeste Latham, the Board of Health adjourned at 9:04 pm. Motion carried.



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Celeste Latham, Secretary  
DeKalb County Board of Health