

DEKALB COUNTY BOARD OF HEALTH
MINUTES OF EXECUTIVE SESSION
May 22, 2018

BOARD OF HEALTH MEMBERS PRESENT

Christina Jones, RN, MS, President
Celeste Latham – Secretary
Derryl Block, RN, PhD
Heather Breuer, DMD
Erik Englehart, MD
Lizy Garcia
Tiara Huggins

STAFF MEMBERS PRESENT

Lisa Gonzalez, Public Health Administrator

DISCUSSION

The Board of Health entered into Executive Session at 7:27 pm for the purpose of discussing Employment Matters – Personnel Matters and Annual Performance Evaluation of the Public Health Administrator under subsection Number 1 of Section 2 (c) of the Open Meetings Act.

Mrs. Gonzalez stated the Board voted last year to employ Mrs. Lux as an administrative consultant for an additional year for the period of July 1, 2017 through June 30, 2018. Mrs. Gonzalez requested that the Administrative Consultant position remain active in a temporary part-time basis, in accordance with Illinois Municipal Retirement Fund rules and regulation. Mrs. Gonzalez reported that that the Personnel Committee, has recommended the approval of this item.

Mrs. Gonzalez provided a historical timeline for the current Administrative Assistant position. Mrs. Gonzalez presented the proposed new job classification and related job description and recommended that the job title and salary classification be adjusted to more closely reflect the current position and needs of the Department. Mrs. Gonzalez reported that that the Personnel Committee, has recommended the approval of this item.

Mrs. Gonzalez provided a summary of the salary history and updated the Committee regarding market factors for the LEHP certification. Mrs. Gonzalez recommended that the Board of Health approve the proposed adjustment of salary for the employee in accordance with the current salary range for the Licensed Environmental Health Practitioner (LEHP) classification and market trends for the LEHP Certification. Mrs. Gonzalez reported that that the Personnel Committee, has recommended the approval of this item.

Mrs. Gonzalez highlighted her report to the Personnel Committee on achievements for 2017 and discussed goals for 2018, as included in Board of Health packets. Celeste Latham, Personnel

Committee Chair, presented a report of the Committee meeting for the Evaluation of Mrs. Gonzalez. Mrs. Gonzalez returned and discussed feedback from the Board.

Celeste Latham, Secretary
DeKalb County Board of Health
Executive Session Minutes
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