

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING
DATE: November 26, 2019**

BOARD OF HEALTH MEMBERS PRESENT

Christina Jones, RN, MS, President
LeAnn Gruber, DVM, Vice President
Celeste Latham, Secretary
Heather Breuer, DMD
Erik Englehart, MD
Patricia Faivre
Jessica Harrill, JD
Mayuri Morker, MD

BOARD OF HEALTH MEMBERS ABSENT

Derryl Block, RN, PhD
Rukisha Crawford
Lizy Garcia

STAFF MEMBERS PRESENT

Lisa Gonzalez, MPH, *Public Health Administrator*
Brenda Courtney, *Director of Administrative Services*
Cindy Graves, RN, MSHA, *Director of Community Health and Prevention & Health Promotion and
Emergency Preparedness*
Greg Maurice, LEHP, *Director of Health Protection*
Annie Christensen, MBA, *Administrative Support & Marketing Manager*

CALL TO ORDER

The DeKalb County Board of Health meeting of November 26, 2019, was called to order at 6:32 pm by Chris Jones, President.

AGENDA

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

MINUTES

Full Board

On a motion by Jessica Harrill seconded by Dr. Breuer, the Board of Health Minutes of the Meeting for September 24, 2019 were approved. Motion carried.

Executive Session

On a motion by Jessica Harill, seconded by Celeste Latham, the Board of Health Executive Session Minutes of the Meeting for September 24, 2019, were approved. Motion carried.

Nominating Committee

On a motion by Dr. Morker, seconded by Patricia Faivre, the Board of Health Nominating Committee Minutes of the Meeting for November 20, 2019, were approved. Motion carried.

PERSONS TO BE HEARD FROM THE FLOOR

DIVISION REPORTS

Public Health Administrator – Lisa Gonzalez

Mrs. Gonzalez stated that the DCHD Trauma Action Team continued to meet to gain a working understanding and knowledge of the Substance Abuse and Mental Health Services Administration's trauma components and principles. The team continues to plan for additional staff training, including additional resources for staff.

Mrs. Gonzalez was contacted by the DeKalb County Mental Health Board to discuss possible funding to support DCHD's work in becoming trauma informed. Deanna Cada connected the Department with Toni Tollerud, Ph.D., LCPC, retired professor from NIU, as a resource to provide on-site support and training. Through this partnership, Ms. Tollerud will work with the Trauma Action Team and DCHD Senior Leadership to develop trauma specific training for staff and will also provide observation and coaching for Community Health and Prevention staff.

DCHD applied for and was awarded funding from the Northwestern Medicine Community Benefit Grant to directly support activities under the Maternal and Child Health Priority area of the Community Health Improvement Plan. A portion of the funding was allocated to create an interactive lobby wall that promotes Basics DeKalb County. Staff will work over the coming months to incorporate the Basics messaging into their interactions with families.

Mrs. Gonzalez reported that all Health Department staff participated in the County's new Anti-Sexual Harassment and Discrimination Training that was developed by the DeKalb County States Attorney's Office.

Mrs. Gonzalez stated that administration staff continued meeting regularly with our Timeclock Plus (TCP) Implementation Specialist to continue the set-up of the Department's new electronic timekeeping solution.

The Wellness Screening and Flu Shot events for County employees were held on October 1st in DeKalb and October 2nd in Sycamore. 178 employees, spouses and dependents participated in the wellness screenings. This was a sizable increase from 48 participants in 2018. The increase was largely due to the fact that gift card incentives were provided for employee policyholders from IPBC. The Wellness Committee continued to tailor the employee wellness program interest survey and it will be sent out to all County employees in early November.

Mrs. Gonzalez reviewed updated legislation, including: SB131: FERAL CATS-RABIES VACCINATION. It amends the Animal Control Act and provides that every owner of a cat that is a companion animal and is 4 months or more of age shall have each cat inoculated against rabies by a licensed veterinarian. It provides

that a veterinarian who inoculates a feral cat shall issue an inoculation certificate to the person who presented the feral cat for veterinary care. The legislation also makes other technical changes.

Mrs. Gonzalez stated that she and Mr. Maurice attended the DeKalb County Health and Human Services Committee, as requested by the Committee Chair, to present the revisions to the Animal Control Ordinance. The changes were unanimously approved by the committee and will be reviewed by the full County Board at the November 20, 2019 meeting.

Mrs. Gonzalez attended the DeKalb County Health and Human Services Committee meeting to present information on the Public Health consideration related to the legalization of recreational cannabis. As part of the presentation, she distributed the letter that was developed by the Northern Illinois Public Health Consortium which was forwarded to the Director of the Illinois Department of Public Health.

The CFY2020 Budget was approved at the November County Board meeting. Public Health and Solid Waste funding were approved as presented at the September Board of Health meeting.

Open enrollment for 2020 Health Insurance took place in October. As part of the new Intergovernmental Personnel Benefit Cooperative (IPBC) contract, 2020 rates will be frozen at 2019 levels.

Staff finalized all SFY2020 grant applications. Although all of the grant applications have been submitted for SFY2020, we have not received all of the executed contracts as of yet.

Revenue was received for SFY2019 Family Case Management Federal Match Funding, but at a reduced amount. The 2019 Budget Projections, as presented at the September 2019 Board meeting, accurately reflects the revenue received. A statewide workgroup, composed of representatives from local health departments and the Department of Healthcare and Family Services (HFS), has been convening to determine the future sustainability of FCM Federal Match funding for local public health departments. According to the most recent call, HFS has identified a solution where HFS will require the Managed Care Organizations (MCOs) to pay a per member per month rate for clients who are enrolled in an MCO and receiving services through Family Case Management. Logistics for this process are still to be determined.

Billing- Brenda Courtney

Accounting staff continue to work closely with CDP on a daily basis. Staff works as a team on the monthly CDP Statement Lists which indicates why claims were denied and which clients should be billed for balances due.

Health Protection – Greg Maurice

Mr. Maurice reported that the one residence on Greenwood Acres Drive in DeKalb that we were having compliance issues with was resolved when staff met onsite after further portions of the Orangeburg tile was exposed.

Animal Control staff responded to a complaint regarding the rabies vaccination status of dogs at the Barn on Baseline. Staff investigated and found 9 dogs unvaccinated. DCHD issued a 7-day notice to comply which was followed and all 9 dogs were vaccinated against rabies. Staff is working with the States Attorney Office and the IL Dept of Agriculture regarding whether the shelters/rescue groups need to purchase a rabies tag before the animal is adopted. If that is decided, this will be a change from past/current practice.

The revised Agreement for the Provision of Animal Control Administration, Veterinary Services and Boarding of Stray Animals was sent out to local veterinarians in October with a response requested in early November. The Department received one letter of interest which was from our current Administrator.

The second/final electronic collection of the year took place on September 7, 2019 with almost 350 cars and over 45,000 pounds of electronic waste collected.

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

Ms. Graves reported that staff continue to work on vaping outreach materials for teens. Funding for these materials is provided by the multi-county collaborative tobacco grant. Ms. Graves stated that DeKalb County has investigated four vaping related illnesses. One was unfounded, one was confirmed and two were found to be probable. CDC research is pointing to Vitamin E acetate in vaping products.

Ms. Graves shared that Ogle County is experiencing an outbreak of pertussis, but that there had not been reported cases in DeKalb County to date.

FINANCIAL DATA

Celeste Latham moved to approve the Financial Statements for the months of September and October 2019, seconded by Dr. Englehart. Motion carried.

Jessica Harrill moved to approve the Claims for October and November 2019, seconded by Dr. Gruber. Motion carried.

NEW BUSINESS

1. DCHD Strategic Planning

Mrs. Gonzalez reported that DCHD has begun the strategic planning process. A leadership meeting was conducted with Alicia Shatteman, Associate Professor of Nonprofit Management in the School of Public and Global Affairs at NIU. During that session, the staff utilized worksheets from the NACCHO Strategic Planning Toolkit to begin the review and update of our current mission statement and to develop a vision and value statements. A long list of options were developed and sent back out to our Leadership Team in order to create a shorter list of options. The shorter list of options for Mission and Vision statements will be shared with all employees in order to obtain feedback. The Value Statements will be further reviewed and edited at the Senior Management level. Proposed Mission, Vision and Values will be shared at the January BOH meeting for Board review.

2. Nominating Committee Report

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

The Board approved the Committee nominations of Dr. Paul Stromborg, MD, Anita Zurbrugg, Dr. Carlos Dominguez, DVM, and Lorraine Daly, RN for a three-year term from January 1, 2020 through December 31, 2022; and reappointment of Rukisha Crawford, County Board Representative, for her second one-year term, January 1, 2020 through December 31, 2021.

The Board approved the Committee recommendation of the following slate of officers, President, Derryl Block, Vice President, Heather Breuer and Secretary, Lizy Garcia.

3. 2020 Meeting Dates & Times

Mrs. Gonzalez discussed the draft of the 2020 Board of Health meeting calendar. The meetings are typically scheduled every other month, beginning in the month of January and are held on the fourth Tuesday.

4. Recognition of Retiring Board Members: Chris Jones, Celeste Latham, Dr. Gruber, Dr. Morker

Mrs. Gonzalez expressed her gratitude to retiring Board members, Chris Jones, Celeste Latham, Dr. Gruber and Dr. Morker, recognizing them for their dedication and contributions to the Board.

CORRESPONDENCE AND NEWS

As noted.

ADJOURNMENT

On a motion by Celeste Latham seconded by Jessica Harrill, the Board of Health adjourned at 7:14 pm.
Motion carried.



Lizy Garcia, Secretary
DeKalb County Board of Health