

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING
MARCH 30, 2010**

BOARD OF HEALTH MEMBERS PRESENT

Linda Liston, M.D. – President
Jesus Romero – Vice President
Kevin Buick, J.D. - Secretary
Dennis Diemer, D.V.M.
Tim Duez – D.D.S.
Karen Hagen, R.N.
Todd Latham
David Phillips, M.D.
Scott Starkweather
Paul Stoddard
E. Sue Thompson, R.N.

BOARD OF HEALTH MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

Karen Grush, DeKalb County Health Department, Administrator
Jane Lux, DeKalb County Health Department, Assistant Administrator
Bette Chilton, DeKalb County Health Department, Director of Personal Health Services
Brenda Courtney, Director of Fiscal Operations
Ruth Patton, DeKalb County Health Department, Director of Office Support
Deb Rolf, DeKalb County Health Department, Director of Home Care
Marcy Zanellato, Director of Health Education
Bob Drake, DeKalb County Health Department, Director of Environmental Health

STAFF MEMBERS ABSENT

None

CALL TO ORDER

The DeKalb County Board of Health meeting of March 30, 2010, was called to order at 7:24 p.m. by Dr. Linda Liston, M.D., President.

INTRODUCTION OF NEW BOARD MEMBERS

Dr. Liston started the meeting by welcoming Dr. Tim Duez, new Board members.

MINUTES

On a motion by Mr. Stoddard, seconded by Mr. Starkweather, the Board of Health Minutes of the Meeting for January 26, 2010, were approved. Motion carried.

DIVISION REPORTS

Public Health Administrator

Mrs. Grush stated H1N1 vaccinations are still being given at a rate of 20 to 25 per week. A total of 8,600 vaccines have been administered since the start of the program. Mrs. Grush further stated she believes 20 to 25 percent of DeKalb County residents had received the vaccine.

Dr. Duez stated the State of Illinois has started a new campaign reminding residents of the importance of getting vaccinated if they haven't done so already.

Mr. Starkweather asked if the Health Department was still utilizing the services of an outside agency to make appointments. Mrs. Grush responded the answering service was a great asset to the campaign. However, once the number of residents seeking to get the vaccine started to diminish, we stopped using it. Service was discontinued March 1, 2010.

Environmental Health

Mr. Drake reported we are in negotiations with the Sandwich Fair Committee in an attempt to have vendors pay in advance for their food service license. Due to the large amount of cash collected and carried by the Environmental Health staff during the fair, having the vendors pay in advance would contribute to the safety of Environmental Health staff.

Dr. Liston asked if bed bugs were a problem in DeKalb County and if the Health Department had jurisdiction over hotels and motels in the area. Mr. Drake responded Environmental Health does receive complaints regarding bed bugs. Generally, the establishments are in municipalities and governed by the Code Enforcement Departments of that municipality. Individuals making complaints are referred to the proper Code Enforcement entity. However, there are times that it does fall under our jurisdiction if the city does not have a Code Enforcement Department. Mr. Drake also stated that mold is the most common complaint received followed by bed bugs.

Dr. Liston asked Mr. Drake about the kennel requesting a special use permit indicated in his report. Mr. Drake responded he and Dan Berres, Animal Control Officer, appeared at a Public Hearing held in January conducted by the zoning officer to consider a special use request by an individual to operate a kennel in an agriculturally zoned area of the county. Whenever someone requests to operate a kennel, it goes before a zoning officer then the Planning and Zoning Committee of the County Board and then the County Board. Typically, Mr. Drake doesn't testify but instead sends a letter of support or non-support. However, this particular case had special circumstances due to the number of female dogs the kennel planned on keeping for breeding. Mr. Drake and Mr. Berres requested the County allow Environmental Health/Animal Control to inspect the kennel periodically and regulate the number of breeding females allowed as part of the zoning stipulations. This was approved. The kennel will also only be allowed to sell the puppies to individuals, not to wholesale vendors.

Mrs. Hagen asked if there had been any problems reported with horses. Mr. Drake responded that horses are becoming an issue, especially with deceased horses and their disposal.

Personal Health Services

Mrs. Chilton stated we are still waiting for the request for proposal for the Title X Family Planning grant (RFP). Public Health Services is still doing outreach clinics for the H1N1 vaccine. Mrs. Chilton further reported that the poor economy brings us more people who need our maternal child health services.

Dr. Liston asked Mrs. Chilton if anyone has shown an interest in Gardasil vaccine for boys. Mrs. Chilton responded that standing orders for use in males would not be implemented until May, and until signed by Dr. Thornton. Dr. Phillips added that DeKalb Clinic is not currently vaccinating males because the American Academy of Pediatrics has not come out with a recommendation for Gardasil use in males. Gardasil given to males can prevent some types of HPV (genital warts) in males. However, Dr. Phillips added that Gardasil given to males does not prevent cervical cancer in women.

Home Care

Mrs. Rolf stated she had nothing to add to her Home Care Division report but would answer any questions Board members had. There were no further questions.

Health Education

Mrs. Zanellato stated the Health Education programs were going well. Mrs. Zanellato had nothing else to add and there were no questions from the Board members.

FINANCIAL DATA

Mr. Buick moved to approve the Financial Statements for the months of January and February 2010, and Claims for the months of February and March 2010. The motion was seconded by Mr. Romero. Motion carried.

NEW BUSINESS

Solid Waste Annual Review

Mrs. Grush presented the 2009 Annual Solid Waste Report. She presented a number of graphs and charts recapping the waste recycled in DeKalb County in 2009. DeKalb County generated 41,857 tons of recycled material and 95,907 tons of municipals waste. Waste recycled were 13,503 tons of paper, 8,053 tons of metal, 5,374 tons of landscape, 4,849 tons of grease, 3,781 tons of commingled, 3,311 tons of construction and demolition, and 2,987 of miscellaneous other. The recycling rate for 2009 was 44 percent. Removing construction and demolition debris, a 40 percent rate was achieved. The final disposal of waste shows more waste was deposited out of county in 2009 than in 2008, the percentage increasing from 18 percent to 25 percent. Mrs. Grush stated the goal is to have a 50 percent recycling rate in the county though the state only requires 25 percent. It is believed the 2008 and 2009 recycling rates, 45 percent and 44 percent respectively, are lower due to the economy. Mrs. Grush also reported that the reporting of waste recycled by businesses is voluntary.

Major program achievements for 2009 were presented highlighting the first latex paint collection event held in which 32 tons of paint were collected.

A Solid Waste Financial Statement was presented. Revenue for 2009 was \$90,933 and expenditures were \$113,910. The Fund Balance is \$87,497.

On a motion by Mr. Latham, seconded by Mr. Romero, the Annual Report of the Solid Waste Management Program was approved. Motion carried.

Home Care Annual Review

Mrs. Grush reported that the Home Care Program is required by the federal government to annually conduct an administrative review. Revenue for 2009 was \$2,432,801, down 1.2 percent from the previous year. Medicare revenue was down by \$186,735 (9 percent); however insurance revenue was up by \$59,032 (19.3 percent). Expenditures for 2009 were \$2,409,886, up 3 percent from the previous year. Mrs. Grush explained that the donation given by the Gordon Walters estate (\$86,699) which was to be paid out over several years was paid in a lump sum in 2009. This explains the large increase in donations for 2009 and allowed for the revenue surplus in 2009. There was a 4.1 percent increase in patients served with 893 patients receiving care. Fifteen-thousand six-hundred and ninety-nine (15,699) visits were made. Seventy-one (71) to 100 is the largest age group served.

DeKalb County Health Department is the largest Home Care provider in the county. Mrs. Grush explained that the program did not see the growth that might be expected as there is competition from other Home Care agencies coming into the county. Mrs. Grush commended Mrs. Rolf for her leadership in directing the Home Care Program and further stated the county is fortunate to have such an excellent program available for its residents.

On a motion by Mr. Phillips, seconded by Mrs. Thompson, the 2009 Annual Home Care Review was approved. Motion carried.

2009 Financial Statement

Mrs. Grush presented the 2009 audited Financial Statement. Revenue was \$6,209,304. Home Care revenue was \$2,432,800, and Public Health revenue was \$3,755,963. Expenditures were \$5,999,614.

Home Care expenditures were \$2,389,864. Public Health expenditures were \$3,589,940. Home Care realized a budget surplus of \$42,936 over expenditures and Public Health's budget surplus was \$166,023 over expenditures.

In reviewing the revenue and expenses, Mrs. Grush stated that Home Care's surplus was because of the donation. Public Health's surplus was primarily due to the H1N1 grant. Some staff salaries that the tax levy would have covered were able to be shifted to the Public Health Emergency Response Grant. Also, nearly \$40,000 in revenue from the county was received for utilities but not expended.

Mrs. Grush stated expenses were watched very closely in 2009. For example, work related travel was prioritized and closely monitored, the position of a part-time public health nurse was not filled when it became vacant, and agency equipment was not replaced unless essential to the operation of the agency.

Mrs. Grush reported the agency's fund balance as of December 31, 2009 was \$2,239,337. The agency's average annual cash and investments available in 2009 was \$1,423,756. More cash is needed to cover delayed payments by the state. Mrs. Grush reported the agency's financial standing is strong; however, it is believed the next couple of years are of concern due to the current economic condition.

Mrs. Grush stated that the 2010 budget had a \$150,000 deficit. The \$209,689 surplus from 2009 will cover the 2010 deficit.

On a motion by Mr. Romero, seconded by Mr. Stoddard, the 2009 Financial Statement was approved. Motion carried.

Animal Control Administrator

Mrs. Grush reported that veterinarians from Malta Veterinary Hospital have served as the DeKalb County Animal Control Administrator since 1984. Dr. Chet Palmer served from 1984 to 2001. Dr. William Augustine has served since 2001. Dr. Augustine is beginning to reduce his veterinarian time and plans to be out of state several months each year. He has requested to transfer the Administrator role to his son, Dr. Paul Augustine. Mrs. Grush stated that the Board of Health will recommend an individual to the County Board and the County Board makes the official appointment.

Dr. Diemer asked what the role of the administrator and the salary is. Mrs. Grush stated examples of this responsibility include providing consultation and direction to the Animal Control Program as outlined in the Illinois Animal Control Act, declaring dogs dangerous and/or vicious, attending court hearings if necessary, providing veterinary consultation in bite/rabies treatment situations, removing animal heads for submission for rabies testing, and providing board and minor treatment to county strays. Mrs. Grush stated the administrator role is compensated at \$10,000 annually and \$15,000 annually for the board and minor treatment of county strays.

Dr. Duez asked if any other veterinary hospitals in the county might be interested. Mrs. Grush stated none have ever indicated an interest and, other than Sandwich Animal Hospital, none will board our strays.

Mr. Stoddard stated he felt the County Board would want all veterinary clinics to be aware of the opportunity to be considered for the Animal Control Administrator role.

Dr. Diemer stated he doesn't think there are any other vet facilities that want the job.

Dr. Phillips suggested writing a job description and sending it to all the veterinary doctors in DeKalb County to see if any of them would be interested in the position. Mrs. Thompson agreed with Dr. Phillip's suggestion.

Mrs. Grush agreed to send a letter along with the Animal Control Administrator job description to all DeKalb County veterinarians giving them an opportunity to indicate an interest in the position. Mrs. Grush also asked the Board for approval to use the Executive Committee to recommend Dr. Paul Augustine as the Animal Control Administrator to the County Board for appointment if there were no other veterinary doctors in the county indicating an interest so that the appointment does not have to wait till the July/August meeting.

A motion to refer the recommendation to the executive committee was made by Mr. Starkweather, seconded by Mr. Latham. Motion carried.

Pet Population Fund

Mrs. Grush explained effective January 1, 2008, a \$25 fine for dogs running at large and picked up by Animal Control was implemented. Mrs. Grush reported that \$3,225 was collected in 2008 and \$2,825 was collected in 2009 for a total to date of \$6,050. According to the Animal Control Act, the money is to be used to (1) spay/neuter of adopted dogs or cats, or (2) spay/neuter of dogs or cats owned by low income county residents who are eligible for the Food Stamp Program.

Mrs. Grush explained that DeKalb County Animal Shelter accepts all county stray dogs deemed adoptable by Animal Control. Strays deemed adoptable are held and boarded at the county's expense for 7 days at Malta Veterinary Hospital in accordance with our Agreement. If not claimed, and deemed adoptable, they are transported to the DeKalb County Animal Shelter. Before going to the shelter, Malta Veterinary Hospital provides spay/neuter for \$100 for females and \$75 for males paid for by DeKalb County Animal Shelter. In 2008 and 2009, 143 dogs were spayed or neutered at an estimated cost of \$12,500 paid for by the Shelter. As this is typically done at the end of the 7 day stay, Malta Veterinary Hospital absorbs the extra day or two of board for the animal. This is an estimated cost of \$3,200 to Malta Veterinary Hospital. The Shelter then provides the dogs for adoption for \$80.

Based on the collaboration by Malta Veterinary Hospital and DeKalb County Animal Shelter in serving our strays, Mrs. Grush recommended \$5,500 be given to DeKalb County Animal Shelter to help subsidize the spay/neuter of county strays and \$550 be given to Malta Veterinary Clinic for the extra board of county strays.

Dr. Diemer stated that DeKalb County is facing a problem with a large feral cat population. Dr. Diemer further stated that TAILS is spaying and neutering feral cats and providing care for animals of owners who can't afford it.

Mrs. Thompson asked who decides where the dogs go. Mrs. Grush responded they always go to Malta Veterinary Hospital for the initial 7 days of board. At the end of the 7 days, if deemed adoptable, they go to DeKalb County Animal Shelter, because TAILS has not shown any interest in taking our strays. Mrs. Thompson proposed that if cats are the bigger problem then maybe giving TAILS some of the money may be a gesture of wanting to work with them.

Mr. Starkweather made a motion to give half of the money in the Spay/Neuter Account to DeKalb County Animal Shelter for the spay/neuter of county strays and half of the money to TAILS for spaying and neutering of feral cats. The motion was seconded by Dr. Diemer. Motion carried.

Low Cost Pet Vaccine Clinic

Mrs. Grush explained that the DeKalb County Animal Shelter will be hosting a low cost vaccine clinic and have asked if the DeKalb County Health Department would help co-host the event. The clinic will be conducted by Spay Illinois. Mrs. Grush further explained that while she doesn't suggest we co-host the event, she would suggest that the Board consider co-sponsoring. There would be no financial commitment required by the Health Department. It would be a one day event. Mrs. Grush stated we estimate that 25 percent of DeKalb County residents that have dogs do not get their pets vaccinated and this program would provide them with an opportunity to receive a low cost rabies vaccine.

Dr. Diemer stated he was not in favor of co-sponsoring the event. He explained these kinds of vaccine clinics encourage residents to get their pets vaccinated for things they don't need. Dr. Diemer further stated that pets need an examination along with vaccinations. He stated the pricing charged isn't much less than what a regular veterinary doctor would charge.

The recommendation for co-sponsoring the low cost vaccine clinic conducted by Spay Illinois is denied by the Board of Health.

EXECUTIVE SESSION

At 9:27 p.m., Mr. Buick moved to enter into Executive Session for the purpose of discussing the lay-off of a full-time employee in accordance with the union contract, seconded by Mr. Latham. On a roll call vote, those voting yes were Dr. Linda Liston, Mr. Jesus Romero, Mr. Kevin Buick, Dr. Dennis Diemer, Dr. Tim Duez, Mrs. Karen Hagen, Mr. Todd Latham, Dr. David Phillips, Mr. Scott Starkweather, Mr. Paul Stoddard, and Mrs. Sue Thompson.

At 9:37 p.m., Mr. Latham moved to reconvene to regular session, seconded by Mr. Starkweather. On a roll call vote, those voting yes were Dr. Linda Liston, Mr. Jesus Romero, Mr. Kevin Buick, Dr. Dennis Diemer, Dr. Tim Duez, Mrs. Karen Hagen, Mr. Todd Latham, Dr. David Phillips, Mr. Scott Starkweather, Mr. Paul Stoddard, and Mrs. Sue Thompson.

Mr. Starkweather made a motion to lay-off a full time Secretary B employee in the Home Care Division in accordance with the union contract, seconded by Mrs. Thompson. Motion carried.

CORRESPONDENCE AND ANNOUNCEMENTS

Highlights discussed.

ADJOURNMENT

On a motion by Mr. Buick, seconded by Mr. Latham, the Board of Health adjourned at 9:41 p.m. Motion carried.

Kevin Buick, J.D., Secretary
DeKalb County Board of Health