

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF THE MEETING
DATE: November 28, 2017**

BOARD OF HEALTH MEMBERS PRESENT

Christina Jones, RN, MS – President
Ronald Feldmann, MD – Vice President
Celeste Latham – Secretary
Derryl Block, RN, MSN, MPH, PhD
Heather Breuer, DMD
Maria Caudillo
Roger Faivre
LeAnn Gruber, DVM
Mayuri Morker, MD

BOARD OF HEALTH MEMBERS ABSENT

Kevin Bunge
Jill Tritt, JD

STAFF MEMBERS PRESENT

Lisa Gonzalez, Public Health Administrator
Cindy Graves, Director, Community Health and Prevention Division &
Health Promotion and Emergency Preparedness Division
Greg Maurice, Director, Health Protection Division

CALL TO ORDER

The DeKalb County Board of Health meeting of November 28, 2017, was called to order at 7:00 pm by Christina Jones, President.

MINUTES

Full Board

On a motion by Dr. Breuer, seconded by Maria Caudillo, the Board of Health Minutes of the Meeting for September 26, 2017, were approved. Motion carried.

On a motion by Celeste Latham, seconded by Dr. Feldmann, the Executive Session Minutes of the Meeting for September 26, 2017, were approved. Motion carried.

Nominating Committee

On a motion by Dr. Morker, seconded by Maria Caudillo, the Nominating Committee Minutes of the Meeting for November 9, 2017, were approved. Motion carried.

PERSONS TO BE HEARD FROM THE FLOOR

None

DIVISION REPORTS

Public Health Administrator – Lisa Gonzalez

Mrs. Gonzalez reported on the progress of the IPLAN. During this reporting period, two (2) Community Health Needs Assessment (CHNA) Steering Committee meetings were held. The focus of the meetings were as follows: branding the community health needs assessment effort, finalizing the community themes and strengths assessment tool and developing plan for distribution and finalizing the local public health system partner database and developing plan for assessment completion. The Community Themes and Strengths Assessment and the Local Public Health Systems Assessment will be initiated in the beginning of 2018. Board of Health members will receive an invitation to participate in all assessments. A website has been created for the CHNA effort and can be accessed at:

www.dekalbcounty.org/health/togetherforahealthierdekalbcounty.html

Mrs. Gonzalez stated that on October 31, 2017, the Illinois Department of Human Services (IDHS), Office of Contract Administration, conducted an on-site review of the fiscal and administrative policies, procedures, and records of the organization. A broad range of management oversight and control areas were reviewed, as were certain provisions of the Community Services Agreement and related regulations. Based on the results of the Review, the Dekalb County Health Department (Health Department) is in compliance with the Illinois Department of Human Services' fiscal and administrative requirements.

Mrs. Gonzalez reported that the Ryan White Part B Quality Assurance Site Visit was conducted on September 13, 2017. The purpose of the site visit was to evaluate services utilizing the Ryan White Part B Quality Assurance tool that verifies standards set forth by HRSA, CDC, the state of Illinois and/or combination of the entities and others. Areas of focus and review were, Direct Service Client Chart Reviews, Housing, Quality Management, Human Resources, Fiscal and Program Review. There were no adverse findings identified.

Mrs. Gonzalez reported that she and Mr. Maurice attended the DeKalb County Planning and Zoning meeting and the DeKalb County Finance Committee meeting to participate in the discussions around proposed reductions to the Solid Waste budget. The Public Health and Solid Waste Budgets were revised and have been submitted for inclusion into the County Budget for 2018.

Mrs. Gonzalez stated that during the months of September and October, the Department continued to worked with CDP Data Management System representatives to finalize the CDP – Billing Solution contract and the contract was fully executed in early October. Mrs. Courtney will serve as the project lead and point person for this project. We are now in the initial planning phase for system implementation which will include full customization of the system to meet our clinical and billing needs. In order to maximize on efficiency, we will need to purchase desktop scanners and signature pads for our registration staff. This expense was not originally budgeted in 2018, but the expense should be offset by the delay in system start date. At this time, it is anticipated that we will “go-live” in late February 2018.

Health Protection - Greg Maurice

Mr. Maurice reported that staff are meeting with the residents of the DeKalb Township subdivision that appear to be discharging their septic to a common tile and the Kishwaukee Water Reclamation District on options to correct the discharge.

Mr. Maurice stated that the Solid Waste Program hosted two free electronics recycling events for residents collecting over 100,000 lbs. of electronic waste and serving over 700 vehicles.

Mr. Maurice stated that Health Protection staff conducted temporary food inspections at the Sandwich Fair and Pumpkin Fest, monitored various boil order notices, and evaluated several well/septic systems for real estate transfers. Animal Control staff were involved in an eviction where one python and two geckos required relocation.

Community Health and Prevention - Cindy Graves

Ms. Graves reported on the Annie Glidden Corridor Revitalization Project. She has been representing the Health Department in an effort to have the Health Department campus be seen as a part of the corridor/neighborhood. She has attended meetings with the community and the consulting firm to brainstorm solutions to the issues currently impacting the area.

Ms. Graves stated that work continues with the DeK-DOPP group on getting funding for replacement naloxone and establishing expedient pathways into treatment. Ms. Graves, DeKalb Police Department, and States Attorney Amato attended the State of Illinois forum in Dixon. Staff continue to work with Lee County Safe Passage to collaborate on treatment sites. Ms. Graves, DeKalb Police Department, States Attorney Amato, NIU Police Department, University of Illinois Chicago Pharmacist, and NIU Therapist will present at a STEM Café on December 5, 2017. This will be the first step of informing the public of the work being done in our community.

Ms. Graves reached out to the NIU Student Insurance Department to open up conversation regarding collaboration to provide services to NIU students who are on Medicaid. NIU Health Services is not able to take the medical card for most services. Ms. Graves and CoHP Coordinators met with NIU staff to share information and discuss what services DCHD could provide these students. Both parties were encouraged regarding the following possible collaborations: Family Planning, Drug and STD Testing, Immunizations, TB Skin Testing, FCM/WIC and Healthcare Enrollment.

FINANCIAL DATA

Roger Faivre moved to approve the Financial Statements for September and October 2017, seconded by Celeste Latham. Motion carried.

Dr. Breuer moved to approve the Claims for October and November 2017, seconded by Dr. Morker. Motion carried.

NEW BUSINESS

1. Solid Waste Program Budget-Revisions

Mrs. Gonzalez indicated that based on the Board of Health motion made at the September 2017 meeting, an Appeal of Administrative Recommendation was submitted to the County related to the proposed reductions to the Solid Waste Program budget. The Health Department's appeal was presented at the October DeKalb County Planning and Zoning Committee meeting and was denied. Mrs. Gonzalez indicated that there was also a second appeal that was submitted and signed by three County Board members to sweep the entire Landfill Host Fee amount for 2018, and that appeal was denied as well. Mrs. Gonzalez shared that since both appeals were denied, the original budget recommendation to reduce the Landfill Host line item in the amount of \$75,000 would stand. The \$75,000 reduction was included in the County Budget that

was presented to the DeKalb County Finance Committee and subsequently at the DeKalb County Board meeting that was held in November.

Mrs. Gonzalez presented the recommendation to reduce expenditures in the Solid Waste Program Budget in the amount of \$46,000, with the remaining projected shortfall to be covered by Solid Waste Program fund balance reserves.

Roger Faivre moved to approve the revision to the Solid Waste Program Budget, seconded by Dr. Feldmann. Motion carried.

2. Nominating Committee Report

Dr. Morker (Chair) provided the Nominating Committee Report. Dr. Morker stated that the Committee reviewed nominees for three new appointments and one reappointment to the Board of Health.

The Board approved the Committee nominations of Dr. Eric Englehart, Tiara Huggins and Elizabeth Garcia Ramirez for three-year terms from January 1, 2018 through December 31, 2020; and reappointment of Kevin Bunge, County Board Representative, for his second one-year term, January 1, 2018 through December 31, 2018.

The Board approved the Committee recommendation of the following slate of officers, President, Christina Jones, Vice President, LeAnn Gruber and Secretary, Celeste Latham.

3. 2018 Meeting Dates and Times

Mrs. Gonzalez discussed the draft of the 2018 Board of Health meeting calendar. The meetings are scheduled every other month, beginning in the month of January and are held on the fourth Tuesday. The Board is considering earlier meeting times.

4. Recognition of Retiring Board Members

Mrs. Gonzalez expressed her gratitude to retiring Board members, Dr. Ronald Feldmann, Maria Caudillo and Roger Faivre recognizing them for their dedication and contributions to the Board over the years.

EXECUTIVE SESSION

CORRESPONDENCE AND NEWS

As noted.

ADJOURNMENT

On a motion by Maria Caudillo, seconded by Roger Faivre, the Board of Health adjourned at 8:02 pm. Motion carried.

Celeste Latham, Secretary
DeKalb County Board of Health