VERMILION COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
January 19, 2016

6:00 PM

Present: Dr. Wes Bieritz, Carla DeAngelis, Brad Gross, Bob Jones, Dr. Holly Maes, Molly Nicholson and Bill Wright.

Absent: Jason Asaad, Dr. Karen Broaders, Dr. Jane Cooney and Connie Ostrander.

Meeting was called to order President Carla DeAngelis at 6:01 PM.

The Board of Health and the staff introduced themselves to our new Board member, Brad Gross.

A motion was made to approve the agenda as presented.

Motion: Bill Wright
Second: Dr. Wes Bieritz
Motion carried unanimously.

A motion was made to approve the minutes of the November 10, 2015 regular meeting as presented.

Motion: Bob Jones
Second: Dr. Wes Bieritz
Motion carried unanimously.

Fiscal Status

Donna Dunham informed the Board that the October expenditures and cash flow statement has been balanced with the County. However, the final bills for November have not been paid and the November information cannot be balanced until the fiscal year of November 30, 2015 is closed out. It was Ms. Dunham's recommendation that the Board approves the October fiscal information and wait on the November and December information for the next meeting. By that time, the year-end should be closed out and the New Year will be balanced monthly by then too.

A motion was made to approve the Budget and Expenditure Report and Cash Flow statement for October as presented.

Motion: Dr. Wes Bieritz
Second: Bob Jones

Motion carried as follows:

Dr. Wes Bieritz	Yes
Carla DeAngelis	Yes
Brad Gross	Yes
Bob Jones	Yes
Dr. Holly Maes	Yes
Molly Nicholson	Yes
Bill Wright	Yes

Old Business:

Jenny Trimmell reported that board members Jason Asaad, Molly Nicholson, Connie Ostrander and Bill Wright who were up for renewal of their terms have been reappointed by the County Board Chairman and approved by the County Board. Bill Wright will now be appointed yearly since he represents the County Board. This vacancy was due to the passing of long time Board of Health member and County Board member Ivadale Foster.

Jenny Trimmell updated the Board on the renovations. Renovations in the Southwest corner of the Health & Ed. Building where the Sheriff's Department will occupy space is just about complete. In addition, Building and Grounds have been renovating rooms in the Immunization hallway. There is one room in this hallway that they will wait to complete until the leaking roof issues have been addressed as this is a room that has had multiple leaking issues. Ms. Trimmell commented that Building and Grounds has been doing an excellent job in minimizing staff displacement while they have worked on various offices. We are very pleased with their work.

Dr. Wes Bieritz reported that the striping for the parking lot is slated for this spring. He will check on this to make sure this is still the plan.

Bill Wright heard that the sprinkler system within the Health Department has not been hooked up. Wes reported that the sprinkler system is hooked up the basement but the main level has smoke alarms.

Ms. Trimmell reported to the Board that the 2015 – 2016 Budget was approved by the County Board at their November 17, 2015 meeting.

The final version of the Health Department Strategic Plan was given to the board members. Carla DeAngelis commended the Health Department on having the Strategic Plan already on our website.

Ms. Trimmell also reported that with the completion and passage of our Strategic Plan, we can use this information for our IPLAN next year. The Strategic Plan can be used in place of the required Organizational Capacity assessment. This will be a great benefit

in time savings when we start working on IPLAN. The IPLAN must be completed and accepted by the State to allow us to retain certification as a Local Health Department.

Ms. Trimmell reported that she shared the VCHD Strategic Plan with County Board Chairman Mike Marron at a meeting on Dec 21, 2105. In addition, Ms. Trimmell has had ongoing discussions with the Chairman about the proposed Health Education position.

New Business:

There was no need for an executive session.

Jenny Trimmell reported that the Vaccine for Adults (VFA) program through the State has been cancelled. This program helps to get uninsured adults immunized. There was no advance notice. We received notification on December 21, 2015 that this program was suspended immediately effective that date.

Ms. Trimmell reported on the State of Illinois fiscal status. There is still no budget and talk of not seeing one for a long time. We have been told that Winnebago and Will Counties are downsizing. Ms. Trimmell shared a document from IPHA showing the impact the State budget impasse is having on local health departments. Nearly half of the local health departments report decreased capacity caused by the budget impasse.

Ms. Trimmell updated the Board on the number of influenza vaccinations that the Health Department has given this flu season. We have given approximately 1,128 doses out of the 1,200 doses we purchased. Flu activity at this time has been low and sporadic.

The posting for the position of Public Health Administrator has been sent to the County Board office. We should receive notification tomorrow from the County Board office that we are okay to post and advertise the position. Carla DeAngelis has an advertisement ready to be posted on Vermilion Advantage website once we receive the okay from the County Board. Donna Dunham will let Ms. DeAngelis know tomorrow when the PHA job has been okayed to post.

Donna Dunham explained the urgency in filling this position. The Public Health Administrator is also the Local Registrar for death and birth certificates. We have to order special paper with the Local Registrar's signature and it usually takes 4-6 weeks to finalize and receive. The new Public Health Administrator has to be approved by the state prior to the ordering of the paper.

Discussion ensued regarding the Public Health Administrator position.

A motion was made to have a special Board of Health meeting on Tuesday, February 16, 2016 at the Health Department for the purpose of appointing a new Public Health Administrator.

Motion: Bob Jones
Second: Dr. Holly Maes
Motion carried unanimously.

Doug Toole reported on an Environmental Health issue. He reported that, with all of the rain we have had, many of the storm and sanitary sewers in the villages are unable to keep up with the drainage. In Fithian a resident was having trouble with toilets backing up. Bill Wright contacted Doug to follow-up on the situation. Doug has already talked to the person. Bill commended Doug for helping the resident even though the situation is not an Environmental Health issue but an Environmental Protection Agency issue. Discussion ensued regarding the villages and the sanitary and storm sewer situations.

Discussion ensued regarding the recent closing of Cannon School.

Items of Information:

Jenny Trimmell reported that the WIC Department had an audit on Nov 17-18, 2015. They received an excellent report with only 2 findings. One finding was that the program was not up to caseload. However, this is a Statewide and Nationwide issue with WIC. The other finding was that in 1 out of 10 client charts audited indicated that the client had not been asked if they wanted to sign up to vote.

The audit report was great considering that during the last 6-8 months we have had 3 new clerical staff in the WIC office. The 3 new clerks have really stepped up for the challenge. They have learned quickly.

The state Auditor for the WIC program commended our WIC department. She said they were doing a wonderful job and it was always a pleasure to come to Vermilion County. She said it was the best audit in her 10 years of service.

We have an upcoming Local Health Protection Grant audit scheduled for February 24, 2016. The Water, Sewage and Food programs will be reviewed.

We have 1 opening at the Health Department. It is for an IMM/CD/STD RN. The person who had filled this position, advanced to the Nurse Coordinator positon for that department upon the retirement of Sherrie Shoemaker. Sherrie had been with the Health Department 34+ years.

Doug Toole gave an update on Environmental Health staffing. We have hired 2 Health Inspectors and they are working out wonderfully. With the new Health Inspector job description, we were able to attract two candidates that may only need 1 or 2 classes to then reach the Licensed Environmental Health Practitioner in Training status.

Discussion ensued regarding upcoming County events that will have the Environmental Health Staff busy.

A reminder was made that the Special Board of Health meeting will be on Tuesday, February 16, 2016 at 6:00 PM at the Health Department.

Our next regular Board of Health meeting will be on Tuesday, March 15th at 6:00 PM at the Health Department.

A motion was made to adjourn the meeting.

Motion: Dr. Wes Bieritz
Second: Dr. Holly Maes
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham
Recording Secretary

Bob Jones
Secretary, Board of Health