

**VERMILION COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
MAY 16, 2017
6:00 PM**

Present: Dr. Wes Bieritz, Carla DeAngelis, Brad Gross, Bob Jones, Dr. Holly Maes, Molly Nicholson, Connie Ostrander and Marla Mackiewicz.

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

Meeting was called to order President Carla DeAngelis at 6:10 PM.

Doug Toole introduced Marla Mackiewicz to the Board. She is a County Board member who has taken the place of Bill Wright. She will be our County Board liaison and will need to renew her term yearly.

A motion was made to approve the agenda as presented.

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

A motion was made to approve the minutes of the March 21, 2017 meeting.

Motion: Dr. Wes Bieritz
Second: Molly Nicholson
Motion carried unanimously.

Fiscal Status

Donna Dunham presented the Financial Report. There is nothing out of the ordinary to report this month.

A motion was made to approve the Budget and Expenditure Report and Cash Flow statement for March and April 2017 as presented.

Motion: Dr. Wes Bieritz
Second: Molly Nicholson
Motion carried as follows:

Dr. Wes Bieritz	Yes
Carla DeAngelis	Yes
Brad Gross	Yes
Bob Jones	Yes

Dr. Holly Maes	Yes
Marla Mackiewicz	Yes
Molly Nicholson	Yes
Connie Ostrander	Yes

Old Business:

Doug reported that since everyone who handles food has to take the food handlers training, the Health Department is considering providing in-house training and charging \$10 each.

Mr. Toole pointed out that we now have two podiums. One is a table top donated by Dr. Wes Bieritz and a stand-alone donated by Brad Gross. Mr. Toole thanked both gentlemen for their generosity.

Doug Toole reported that we have hired a new Health Educator. Her name is Julie Fruhling and she is a nurse. So we will be able to schedule her to give immunizations during flu clinics. She is enjoying her new position and is making herself known within the community.

Mr. Toole reported that he has asked Kelly's Sign Shop to get us a quote on new signage for the interior of the Health Department. At the time that we are quoted a cost for the interior, Doug will ask if they can give us a quote for new signage on the exterior of the building and for each podium.

Doug Toole reported that Vermilion County Health Department received the INSPIRE award from Presence Hospital. There was a small ceremony held at the hospital on April 10, 2017. We were presented with an award. Melissa Rome prepared a power point presentation that was shown.

At the last meeting, Brad Gross had asked if there was a way that we could move the Food Yearly Certificate renewal due date from December 31st of each year to January 15th of each year. He explained that it is hard for some Food Establishments to get their renewals in on time due to the holiday season. Also, he thought this would ease up some the pressure on the staff to get all the food permits in by December 31st.

Doug explained that our inspectors work to get all of their inspections done by November 30th of each year so that they can concentrate on getting the renewals done by December 31st. Mr. Gross withdrew his proposal since the system seems to be running smoothly and there are no burdens placed upon the Health Department employees during the holiday season.

Doug had reported at an earlier meeting that the County Board was honoring an employee monthly as Employee of the Month. The very first month one of our employees, Jana Messmore, was selected. She got a gift certificate and recognition on the Newsmaker's radio show. After three months the program was suspended. Wes Bieritz, a member of the County Board, explained that it has been suspended so that the idea and process can be reworked.

Mr. Toole reported that Vermilion County Health Department was featured in the March/April issue of News and Views. This is a publication that is provided by The Vermilion Advantage.

New Business:

The State of Illinois is current with our funding except for the Health Protection grant. We are 10 months into the fiscal year and have not received even a portion of the Health Protection grant. Since we have not received this grant, the State owes us \$172,000 from this grant alone. The total amount owed to us by the State at this point in time is about \$202,000. We have been told that the Health Protection money should be here within a few weeks.

We had our first satellite clinic today at Danville Housing Authority. It was a good turnout for our first time at the facility. Approximately 15 people came through. What is nice about being there, if the client forgets to bring something to the appointment, they are able to go back home to get it.

Our staff and the Danville Housing Authority staff canvassed the area last week delivering flyers announcing our clinic.

We are waiting to see if this clinic is successful. If so and we see an increase in our numbers, we will seek facilities in Georgetown and Hoopetston.

Dr. Maes suggested that we inform the doctor's offices also. Connie Ostrander suggested contacting the Ministerial Association to get this information out into the community.

Mr. Toole informed the Board that we have the IPLAN information almost ready to be sent to the State for approval. The IPLAN document will be given to the Board of Health prior to the next meeting, June 20, 2017. The Board is encouraged to read the documents and bring any and all questions to the Board Meeting. The IPLAN will be set for approval July 20, 2017.

Items of Information:

We have had no site visits, evaluations or audits.

We are now fully staffed with the addition of the Community Health Educator.

The next meeting will be Tuesday, June 20, 2017 at 6:00 PM at the Health Department.

Doug was pleased to announce that we are now fully staffed. We have approximately 28 full-time and part-time employees.

Mr. Toole reported that we will be adopting a new Food Ordinance Code. The State is not giving us any guidance. Therefore, several employees from health departments are trying to develop a uniform guideline.

Discussion ensued regarding the Food Code.

A motion was made to adjourn the meeting.

Motion: Brad Gross
Second: Bob Jones.
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham
Recording Secretary

Bob Jones
Secretary, Board of Health