



Logan County Department of Public Health

LOGAN COUNTY BOARD OF HEALTH
October 5, 2009

PRESENT: Board of Health: Dr. Richard Bivin, Roger Bock, Dr. Paul Kasa, Maxine Lolling, Mike Rohrer, Dr. Wm. Todd Walker

Logan County Health Department: Mark Hilliard, Administrator; Margie Harris, Asst. Administrator/Director of Nursing; Shana Bean, Emergency Response Coordinator; Sally Gosda, Director of Finance

Guests: None

- 1) The meeting was called to order at 7:09 p.m. by Member Rohrer.
- 2) No guests were in attendance.
- 3) Approval of Meeting Agenda – The Agenda was revised to make “6) Old Business d) *FY’10 Budget” a closed session and add “7) New Business h) Correspondence” and move 7) New Business h) Other to i). A Motion was made by Member Bock to approve the Agenda as revised and seconded by Member Walker. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Kasa to accept the Consent Agenda; seconded by Member Walker. Motion carried.
- 5) Reports
 - a. Administrative, Oral Health, and Health Education -Mr. Hilliard referenced his report on the blue paper in the packet. He acknowledged the work of the staff during these difficult and busy times. He stated that Margie Harris and Shana Bean have been taking the brunt of the activities related to H1N1. Mr. Hilliard also pointed out Marcia Dowling’s Health Education report and the changes to her grant programs.
Relative to the dental program:
 - Dr. Katie Buskirk’s first day on the HOPE van was October 2. She was a new grad in May and also works for Capital Community Healthcare in Springfield.
 - 12-15 Special Needs students received exams at Lincoln Community High School.
 - b. Finance – Ms. Gosda reviewed the financial reports for August and September (distributed at the meeting).

Grants:

- As of September 30, with the Oral Cancer and Stand Against Cancer (SAC) grant contracts still outstanding, the projected grant revenue for State Fiscal Year 2010 is slightly higher than 2009.
- The Emergency Response contract for Focus Areas 1 and 2 in the amount of \$39,663 has been received and the budget is in progress. Unconfirmed reports are that an additional \$25,000 will be received for Focus Area 3, administration of the vaccine.
- The Healthworks contract will be increased in response to the expansion of the counties served by Logan County as lead agency. The amount is unknown at this time.
- As of September 30, grant funds due from the State total \$95,551--\$17,413 from SFY2009 and \$78,138 for SFY2010. However, it should be noted that from July through September 30, the State has reimbursed the Health department almost \$528,000 for grant billings from SFY2009.

Audits: The Single Audit for CFY2008 was received and approved by the County Board at the September meeting. However, payments to the Health Department were suspended by the State because of failure to meet the August 31, 2009 deadline. All documentation to bring us into compliance has been submitted and we are waiting for notice of reinstatement. In an effort to prevent delays relative to future audits, staff from Clifton Gunderson has contacted us about starting field work for the audit earlier.

- c. Nursing and Home Health – Ms. Harris reported on changes in these areas since the report was compiled:
- 6+ cases of Influenza A have been reported to the Health Department. H1N1 is a sub-type of Influenza A however CDC guidelines are to subtype only hospitalized cases or deaths.
 - Home Health census is up to 45.
 - Starting in January 2010, Illinois home health agencies will be audited for Medicare fraud/abuse. They will be the second state to undergo this review. The auditors will be looking for unusual claims and/or extended lengths of stay. Ms. Harris doesn't anticipate them finding any red flags here.
 - The Healthworks caseload is 49% higher than this time last year (October 2008).
- d. Emergency Response – Ms. Bean directed Board members to the second page of her report (purple paper) which summarized the H1N1 activities. She reported that a flu hot line has been established and directions for accessing are included in the main telephone greeting. 100 doses of H1N1 flu mist have been received and will be opened tomorrow for Health Department employees, firefighters and EMTs. VFC seasonal flu vaccine is available for children. Seasonal flu vaccines for all others have yet to be received. The call for possible additional assistance for administering the flu vaccines brought in responses from 28 RNs and 6 LPNs. Mennonite students will also be available if needed.
- The emergency preparedness (PHEP) grant funding for FY2010 is higher than last year but requires a 5% match. The contract also states that a 10% match will be required for 2011. It also stipulates that if grant deliverables are not met, funding will be reduced.
- e. Environmental Health – Mr. Hilliard said a formal report is not included in the packet this month due to the vacancy in the Director's position created by Matt Ringenberg's departure but gave a report instead on the recruitment activities to fill this position.

6) Old Business

- a. Staff Update – Covered under the Environmental Health report.

- b. Building Committee Report – Mr. Hilliard reported that the heat exchanger on the roof was replaced. This is the second one to be replaced this year. There are 3 more that may have to be replaced down the road.
- c. Dental Clinic Update – A grant application was filed with IDHFS for a grant to establish an in-house dental clinic. It is an open application process with no timeline for award announcement.
- d. FY'10 Budget – this item was delayed until the New Business items were addressed.

7) New Business

- a. Accreditation Pilot – Mr. Hilliard reported that an opportunity has come up again to retest some of the measures addressed in the IPHI grant we participated in about two years ago. He participated in a conference call today. The grant is for \$1,000 and probably won't cover the expense associated with time required to complete the project but there is a movement towards accreditation at both the State and National levels so feel the experience will be valuable and is proceeding with that project.
- b. IPLAN - Mr. Hilliard explained what the IPLAN is and it's value: establishes priorities of needs that need addressed. It is a 6-8 month project that requires gathering lots of statistics. Illinois is the only state that requires the IPLAN Certification. The Health Department's IPLAN certification expires a year from now. Mr. Hilliard stated that it may be possible to get a deadline extension due to the additional time activities related to H1N1 have required.
- c. Approval of Fees – Mr. Hilliard referenced the schedule of fees included in the Board Packet. Immunization fees were increased to coincide with the increased cost of the serum. TB Out of County testing was also increased from \$7 to \$20. A motion was made by Member Walker; seconded by Member Bock to accept the fee schedule. Motion carried.
- d. Reappointment of Members Bock and Cox. Mr. Hilliard stated that the board terms of Members Bock and Cox expire November 30, 2009. Member Cox called Mr. Hilliard last week and while he has regrettably missed more meetings than he'd like, he consented to be reappointed. Member Bock also consented to filling another Board of Health term. A motion was made by Member Kasa, seconded by Member Bivin to reappoint Members Bock and Cox to another term. Motion carried.
- e. 2010 Holiday Schedule – The schedule of holidays for 2010 was included in the packet and represents the 13 holidays negotiated for in the union contract. Since Christmas Eve and Christmas are both scheduled holidays and Christmas falls on Saturday in 2010, the Christmas holiday will be observed on Monday, December 27. A motion was made by Member Bock, seconded by Member Walker to accept the holiday schedule as presented. Motion carried.
- f. 2010 Board of Health Schedule – A schedule of proposed meeting dates for the Board of Health during FY2010 was included in the Board Packet. Two different scenarios were presented—one for meeting during the odd months and the other for even months. Following a brief discussion about the pro's and con's of the different schedules, Member Bock made a motion to accept the schedule to meet during the odd months in 2010. Motion seconded by Member Kasa. Motion carried.
- g. Press - Included in packets. Mr. Hilliard distributed an additional press item from the Opinion page of the Courier from the September 30, 2009 edition. He also referenced the NACCHO handout included in the original mailing.
- h. Other – President Rohrer referenced a piece of correspondence, an anonymous letter received by Board of Health members from a person expressing their opinion about the Health Department structure. No further action required.

8) Announcements – Mr. Hilliard announced upcoming County Finance and County Board meetings where the budget would be discussed/finalized/approved.

6) Old Business

d. FY'10 Budget-Following the conclusion of the New Business agenda items, the Board returned to address the FY10 Budget. Member Walker made a motion to go into closed session under Section 120/2(c) (1); seconded by Member Bivin. Roll Call vote as follows:

Member Bivin	Yes	Member Bock	Yes
Member Kasa	Yes	Member Lolling	Yes
Member Rohrer	Yes	Member Walker	Yes

Motion carried and the Board entered into closed session at 8:11 p.m.

A motion was made by Member Walker to come out of closed session; seconded by Member Bivin. Roll Call vote as follows:

Member Bivin	Yes	Member Bock	Yes
Member Kasa	Yes	Member Lolling	Yes
Member Rohrer	Yes	Member Walker	Yes

Motion carried and the Board came out of closed session at 8:52 p.m.

Member Bock made a motion to accept the budget as presented; seconded by Member Kasa. Motion carried.

9) Adjournment – A motion was made to adjourn the meeting by Member Kasa; seconded by Member Bivin. Motion carried and the meeting adjourned at 8:56 p.m. The next meeting is Monday, December 14, 2009.

Mike Rohrer, RPh, President

Sally Gosda, Recording Secretary