



Logan County Department of Public Health

LOGAN COUNTY BOARD OF HEALTH
December 14, 2009

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

Logan County Department of Public Health: Mark Hilliard, Administrator; Don Cavi, Director of Environmental Health

Guests: None

- 1) The meeting was called to order at 7:00 p.m. by Member Rohrer.
- 2) No guests were in attendance. Don Cavi introduced himself as the new Director of Environmental Health.
- 3) Approval of Meeting Agenda – A revised Agenda was distributed at the meeting to include “Amendment to the Food Ordinance” under **New Business**. A Motion was made by Member Kasa to approve the revised Agenda and seconded by Member Bock. Motion carried.
- 4) Approval of Consent Agenda – A motion was made by Member Kasa to accept the Consent Agenda items; 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, pointing out the numerous conference calls. He explained that responsibility is shared with Margie Harris and Shana Bean to cover all teleconferences relative to H1N1.
Under Marcia Dowling’s Health Education report, the dates have been set for the Children’s and Community Health Fairs: March 26 and 27, respectively. This year will mark the 25th anniversary of the Community Health Fair which will serve as the theme for this year’s event.
Mr. Hilliard demonstrated the Health Department website, pointing out the survey button on the front page and reviewing those findings.
 - b. Finance – Ms. Gosda reviewed the financial reports for October and November (fiscal year-end). FY09 ended with a deficit of \$324,944. However after year-end adjustments for receivables, the deficit is expected to be significantly less, possibly even in the black.

Grants:

- Notification of two new grants has been received:
 - an ARRA grant in the amount of \$19,000 targeting immunizations in defined focus groups;
 - and Ticket for the Cure in the amount of \$24,000. A decision is pending on whether resources are available to fulfill the grant requirements.
- The Emergency Response spending plans for Focus Areas 1 and 2 were approved and a contract for Focus Area 3 in the amount of \$72,000 was received and spending plan approved.
- As of November 30, State reimbursement for grants is in arrears by \$280,507. Mr. Hilliard added that the Administrator's Association conducted a survey of all Health Departments relative to the delays in State reimbursements and the state of Vermilion County's Health Department. The Administrator's Association will hold a press conference this Thursday morning to air the plight of local health departments.

Audits: Single Audit testing for FY2009 began last week. The auditing staff will return the end of January to continue work on the full audit.

Budget: The County Board approved the FY10 budget without any amendments to any line item.

- c. Nursing and Home Health – Mr. Hilliard reported that since the Nursing report was compiled, notification had been received from Komen Peoria that a grant in the amount of \$5,000 has been awarded for additional mammogram screenings. The balance of the Nursing report was an H1N1 powerpoint presentation by Mr. Hilliard showing local activity. H1N1 administration will be open to anyone starting tomorrow (12/15/09).
- d. Emergency Response – Mr. Hilliard reported that approximately 5,000 H1N1 vaccinations had been administered through December 11. He anticipates that a higher activity level will occur the rest of the week due to opening up the vaccines to anyone. Flu kits assembled with funds from the Emergency Response grants were distributed to Board of Health members.
- e. Environmental Health – Mr. Cavi presented the Environmental Health report retroactive to August. The program review with the State will occur this year and he is currently reviewing our programs for compliance. He also reported that January is radon awareness month and will be appearing on the local radio show to promote this on December 30. Mr. Hilliard questioned the number of temporary inspections completed in August and Mr. Cavi will review that number.

6) Old Business

- a. Staff Update – In addition to Mr. Cavi starting, a Public Health nurse has been increased to full-time from .80 fte with the Immunization grant funds. A new IBCCP clerk will be starting December 21 to fill the vacancy left with Peg Gilmer's resignation. A temporary contract person is being sought to assist in Healthworks during Heather Vose's upcoming maternity leave. Advertising for that position is primarily being done by word of mouth.
- b. Building Committee Report – Mr. Hilliard stated there was nothing new to report.
- c. Dental Clinic Update – The grant application for an in-house dental clinic is still pending with IDHFS.
- d. Accreditation Pilot – The retest was completed and the Public Health Institute invoiced for the funding.
- e. IPLAN – The recertification of the Health Department's IPLAN is due in October. An agreement has been reached with Kristi Melton, an intern from UIS completing her

Master's of Public Health degree, to complete the IPLAN. That process will begin with an assessment by the Health Department staff and the Board of Health to determine how well the public health needs of the County are being addressed.

A recess was called at 7:39 p.m. The meeting reconvened at 7:42 p.m..

7) New Business

- a. Amendment to the Food Ordinance – Mr. Hilliard presented a history as to how we have reached this point of amending the food ordinance to incorporate the Smoke-Free Illinois compliance in the liquor and food license ordinance. The language changes in the ordinance were reviewed. The Board of Health is asked to approve the changes as written and then they will be forwarded to the Legislative Committee of the County Board to act on. A motion was made by Member Hepler and seconded by Member Kasa to approve the changes as written. Motion carried. Mr. Hilliard will be present at the next Legislative Committee meeting of the County Board to answer any questions that may arise relative to this amendment.
- b. Election of Officers – After discussion among the membership, a Motion was made by Member Kasa to nominate Member Bock as President, Member Walker as Vice President, and Member Rohrer as Secretary/Treasurer. Member Lolling seconded the motion with all members voting aye. Motion carried.
- c. Press – Included in the packet. Additional documents distributed included The Bugle Call published by the Illinois Association of Boards of Health and the NALBOH News Brief.
- d. Other – Nothing to report.

8) Announcements – Mr. Hilliard announced the Christmas lunch is this Thursday, December 17 from 11 a.m.-1 p.m. however the department will not be closing due to anticipated higher activity levels relative to H1N1 vaccines.

9) Adjournment – A motion was made to adjourn the meeting by Member Walker; seconded by Member Bock. Motion carried and the meeting adjourned at 8:04 p.m. The next meeting is Monday, January 11, 2010.

Mike Rohrer, RPh, President

Sally Gosda, Recording Secretary