



**Iroquois County Public Health Department
Board of Health
1001 E. Grant
Watseka, IL 60970
June 23, 2015**

MEMBERS PRESENT:

Mrs. Michelle Fairley
Dr. Aravind Reddy
Mr. John Shure
Dr. James Tungate
Dr. Rodney Yergler
Dr. Philip Zumwalt

MEMBERS ABSENT:

Mrs. Tammy Pree

OTHERS PRESENT:

Mrs. Dee Ann Schippert - ICPHD
Mrs. Ellen McCullough - IMH
Mrs. Cheryl Davis - ICPHD
Mr. Cody Delmendo – Times Republic

MINUTES:

The Iroquois County Public Health Department Board of Health meeting was called to order by John Shure, President, at 7:13 p.m. on Tuesday, June 23, 2015, in the Iroquois County Administrative Center Board Room. Roll call was taken.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MINUTES:

A motion was made by Dr. Yergler to approve the April 29, 2015, minutes as distributed. The motion was seconded by Dr. Zumwalt and approved by voice vote with no opposition.

REVIEW OF FINANCIAL DOCUMENTS:

The May 2015 month/YTD revenue and expense reports were included in the BOH packets for review. A new specimen refrigerator was purchased to meet State standards. The freezer quit on the previous refrigerator. The freezer portion is used for West Nile virus birds and mosquitoes and the refrigerated portion is used for bodily fluids and animals.

PRELIMINARY DISCUSSION REGARDING FY16 BUDGET:

Mrs. Schippert is currently working on the FY16 budget. The new fiscal year begins December 1, 2015 and ends November 30, 2016. FY16 budgets are due to Anita Speckman, Director of Finance, no later than August. Mrs. Schippert will have the FY16 budget ready for Board of Health review/approval in September. County Board approval is scheduled for October, 2015. Budgets must then be posted for 14 days. Although the State budget is not approved, Illinois Department of Public Health (IDPH) and Illinois Department of Human Services (IDHS) have a priority list and most health departments have been notified what grants are anticipated to be funded and which are not. Coordinated School Health is not high on the priority listing and is not expected to be funded for FY16. No allocation amounts have been received for FCM or HFI.

REVIEW OF CLAIMS:

Membership reviewed the meeting minutes from the May 5, 2015, and June 2, 2015, Iroquois County Health Committee meetings and reports of the claims approved by the Iroquois County Board on May 12, 2015, and June 9, 2015.

DISCUSSION AND APPROVAL OF POLICY REGARDING CLAIMS APPROVAL:

Mr. Shure asked for copies of the Illinois Compiled Statutes (55 ILCS 5/5-25013) (from Ch. 34, par. 5-25013) Sec. 5-25013 - Organization of board; powers and duties, to be distributed to the board members. Discussion was held regarding BOH responsibility regarding claims approval per item 12. Members discussed various structure options for claims approval and the option of a credit card. Members were asked to think of a day that would be convenient to meet in the event a committee would be established to approve claims. The decision was made to defer further discussion until next meeting.

ICPHD ADMINISTRATOR REPORTS:

Dee Ann Schippert gave an update on the Iroquois County Public Health Department of the following items:

- a. IMH Programs Update (WIC, FCM, HFI) – A spreadsheet was distributed reflecting program numbers and caseload year-to-date. WIC and FCM had a successful state audit on June 10-11, 2015. HFI also had a successful state audit on June 12, 2015.
- b. ICPHD Programs Update - A summary report was included in the BOH packets for review. Other items discussed were:
 - A letter was received from IDHS today regarding Community Service Agreements (CSA). ICPHD does have allocation dollars from IDHS for WIC, which is a federally funded program. FCM and HFI are mostly state funded with no allocations at this time. The letter states for those programs with which IDHS is unable to enter into a CSA at this time, no payment will be approved for any activities performed on or after July 1, 2015.
 - Discussion of some increases in ICPHD services due to the summer months.
 - On May 26, 2015, Environmental had a (Local Health Protection) LHP basic state audit on food, water and sewer. ICPHD was in substantial compliance.
 - On June 18, 2015, Community Health had a Vaccines for Children (VFC) state site visit with no negative findings.
 - On June 23, 2015, Senior Services had an Adult Protection Services state audit, scoring 98.9%.
- c. Grants Update – The grants/contracts sheet was included in the BOH packets. Mrs. Schippert reviewed the following grants/contracts:
 1. Illinois Breast & Cervical Cancer Prevention Program – Cut approximately 26% statewide
 2. Public Health Emergency Preparedness – Slight reduction in FY16
 3. Coordinated School Health – Probably will not be funded in FY16
 4. Dental Sealant Grant – Level funded
 5. Family Case Management & Healthy Families Illinois – To-date, no allocation from DHS
 6. Women, Infants, Children – Reduction in allocation and based on 90% caseload
 7. Illiana Migrant Head Start Contract – Contract signed
 8. Local Health Protection – Level funded
 9. Paternity Testing Contract – State rate, remained the same
 10. Lead Testing Program – Site visit scheduled for June 29, 2015, allocation amount expected after July 1, 2015.
 11. Radon Program – Three year grant FY14, 15, 16
 12. Milford School Nursing Services Contract – Contract sent, increase of 2 school days
 13. Unit 9 Nursing Services Contract – Current contract still in effect
 14. Tanning Program – Level funded
 15. Vector Control/West Nile Virus – Due to increase in West Nile cases, grant dollars were increased for FY16. For FY15, ICPHD has spent additional dollars for larvacide and additional traps for surveillance testing. An educational press release will be completed.

16. Preschool Vision & Hearing Screenings Program - FY16 allocation slightly reduced. This program is for preschool vision and hearing. Vision and hearing screenings for kindergarten through twelfth grade are fee for service. ICPHD is not considering increasing fee for service as long as we can maintain a breakeven point.
 17. Title VII Adult Protective Services – Almost level funding for FY16
 18. Safe Drinking Water – Increase in allocation for FY16
 19. Summer Food Program – Level funded
 20. Illinois Tobacco Free Communities Program – Decrease in allocation, still better than anticipated. This is funded by the federal government. State can repurpose funds, but cannot eliminate.
 21. Child and Adult Care Food Program – New grant for FY16, inspection of daycare centers. This is a 3-year automatic renewal grant.
 22. Adult Protective Services Capacity Building Grant (Self-Neglect) – This is a new grant. Spent six weeks setting up the program, meeting State guidelines. Program starts July 1, 2015.
 23. Body Art Control Grant – Fee per each inspection.
- d. Integrated Billing System – Mrs. Schippert explained before moving forward with Custom Data Processing (CDP), she would like to see CDP up and running at another health department before pursuing. McLean County Health Department is projected to be utilizing CDP by the end of July, 2015. As another option, a visit was made to Vermillion County Health Department on June 2, 2015, to review their billing system. New ICD 10 codes are due out in October and Mrs. Schippert would like to hold off until then before a final decision is made.
- e. Administrator Comments – ICPHD has purchased space at the Iroquois County Fair. Fee radon kits will be distributed along with brochures of our services. Fair passes will be purchased for ICPHD employees working at the fair. Logo table cloths have also be purchased to be used at the fair and other community activities.

EXECUTIVE SESSION – 5 ILCS 120/2(c): The Appointment, Employment, or Compensation of Public Employees

An updated organizational chart was including in the BOH packet reflecting ICPHD's new Director of Nursing. This position was filled internally with ICPHD's current Communicable Disease Coordinator.

EXECUTIVE SESSION – 5 ILCS 140/7[1][h]: Proposals and bids for any contract, grant, or agreement, including information which if it were disclosed would frustrate procurement or give an advantage to any person proposing to enter into a contractor agreement with the body, until an award or final selection is made.

A motion was made by Dr. Reddy and seconded by Dr. Zumwalt to go into Executive Session – 5 ILCS 140/7[1][h]: Proposals and bids for any contract, grant, or agreement, including information which if it were disclosed would frustrate procurement or give an advantage to any person proposing to enter into a contractor agreement with the body, until an award or final selection was made at 8:47 p.m. on Tuesday, June 23. Roll call was taken: Aye: Fairley, Reddy, Shure, Tungate, Yergler, Zumwalt. Absent: Pree.

The Board of Health returned to regular session at 9:09 p.m. on Tuesday, June 23, 2015. Roll call was taken. Aye: Fairley, Reddy, Shure, Tungate, Yergler, Zumwalt. Absent: Pree.

A motion was made by Dr. Tungate to offer the addendum to the Public Service Agreement with IMH in the amount of \$26,812 per month. Motion was seconded by Dr. Yergler. Roll call was taken. Aye: Fairley, Reddy, Shure, Tungate, Yergler, Zumwalt. Absent: Pree. Motion passed.

OLD BUSINESS:

None

NEW BUSINESS:

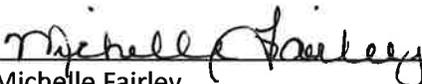
None

DATE FOR NEXT MEETING:

The next regular ICPHD Board of Health meeting is scheduled for Wednesday, September 2, 2015, at 7:00 p.m. in the Iroquois County Administrative Center Board Room.

ADJOURNMENT:

Motion was made by Dr. Yergler and seconded by Dr. Reddy to adjourn at 9:25 p.m. on Wednesday, April 29, 2015. Motion approved by voice vote with no opposition.



Michelle Fairley
Secretary
Iroquois County Public Health Department
Board of Health

8-26-2015
Date