



**Iroquois County Public Health Department
Board of Health
1001 E. Grant
Watseka, IL 60970
November 2, 2016 at 7:00 p.m.**

MEMBERS PRESENT:

Mrs. Lisa Breymeyer
Mrs. Michelle Fairley
Dr. Aravind Reddy
Mr. John Shure
Dr. James Tungate
Dr. Rodney Yergler

MEMBERS ABSENT:

Ms. Susie Legan
Dr. Philip Zumwalt

OTHERS PRESENT:

Mrs. Dee Ann Schippert, ICPHD Administrator
Mrs. Cheryl Davis, ICPHD
Ms. Wendy Davis, Watseka Times-Republic

CALL MEETING TO ORDER: John Shure, President, called the Iroquois County Public Health Department Board of Health meeting to order at 7:00 p.m. on Wednesday, November 2, 2016, in the boardroom of the Administrative Center. Roll call was taken.

PUBLIC COMMENTS: No public comments

APPROVAL OF MINUTES: Dr. Tungate made a motion to approve the August 3, 2016 Board of Health meeting minutes as distributed. Motion was seconded by Dr. Yergler and approved by voice vote with no opposition; Absent – Mrs. Legan, Dr. Zumwalt. Motion was made by Mrs. Breymeyer to approve the September 7, October 5, and October 21, 2016 Board of Health Finance Committee Meeting as distributed. Motion was seconded by Dr. Yergler and approved by voice vote with no opposition; Absent – Mrs. Legan, Dr. Zumwalt.

REVIEW FINANCIAL DATE FOR FISCAL YEAR 2016: The Revenue & Expense Report for September 30, 2016 was reviewed. Mrs. Breymeyer questioned the department head and labor & salary line items for Senior Services. Mrs. Schippert explained the labor & salary line includes the department head's salary.

REVIEW AND APPROVAL OF CLAIMS FOR OCTOBER 2016: The claims listing for October was distributed. Mrs. Schippert explained to the board that purchases were discussed with the BOH Finance Committee on October 2, 2016. Additional planned purchases will appear in the November expenses. Mr. Tungate asked if the BOH Finance had any issues with the purchases. Mrs. Breymeyer answered stating explanations were given for each of the purchases including the desk. She explained the desk was actually a workstation consisting of several different pieces of furniture. Mr. Tungate questioned the number of computers purchased. Mrs. Schippert explained the need for the updated computers and stated that ICPHD will implement a replacement schedule for the future. Mrs. Fairley stated it was discussed some of these computers were to be replaced when brought over from F-IPHD. Mrs. Schippert went on to state that purchases for FY16 had been placed on hold until the funds came through from the state. State funding came through at the end of September 2016. Motion was made by Dr. Yergler to approve the October 2016 claims as presented. Motion was seconded by Dr. Tungate and approved by roll call vote: Aye – Lisa Breymeyer, Michelle Fairley, Dr. Reddy, John Shure, Dr. Tungate, Dr. Yergler; Absent – Susie Legan, Dr. Zumwalt.

REVIEW AND APPROVE ORDINANCE GOVERNING FOOD ESTABLISHMENTS: Mrs. Schippert stated Illinois has adopted the FDA Food Code. We need to change our county ordinance to match the new

food code. A clean copy and reflective version of the proposed ordinance was included in the board packets for review. State Attorney Jim Devin gave his approval on October 14, 2016. Wording in the proposed ordinance is based on the FDA Food Code. ICPHD is currently in compliance. The FDA Food Code is effective in 2017. The Iroquois County Board will also need to approve the proposed ordinance. Motion to approve was made by Lisa Breymeyer to approve the ordinance as presented. Motion was seconded by Dr. Yergler and approved by voice vote with no opposition; Absent - Susie Legan, Dr. Zumwalt.

ICPHD ADMINISTRATOR REPORTS: Dee Ann Schippert reported on the following:

- a. State Budget Update – Mrs. Schippert stated ICPHD has received all state payments through the State's fiscal year ending June 30, 2016. According to Illinois Department of Public Health (IDPH), health departments will receive payments through December 30, 2016. With no state budget, there is no guarantee of payments beyond December 2016. State grants have been approved, but no final contracts have been received. ICPHD is receiving payments from federal grants.
- b. Iroquois Memorial Hospital (IMH) Sub-Awarded Programs Update – Mrs. Schippert discussed the revenue and expenses from the IMH programs ending June 30, 2016. She informed the board that ICPHD will be reimbursing the state for over-payment received from the Family Case Management grant in the amount of \$15,759.86. Mrs. Schippert also reported \$11,891.41 will be paid to IMH from Medicaid billing.
- c. ICPHD Programs Update – Mrs. Schippert distributed an updated ICPHD programs summary. Increase in immunizations in August, September and October was due to the October 15, 2016 deadline for school age children to be in compliance.
- d. Grants & Contracts Update - No changes
- e. Administrator Comments – Mrs. Schippert congratulated Eric Ceci on receiving a grant from the Regional Coalition., for a mobile POD (Point of Distribution). The coalition awarded ICPHD a trailer and approximately \$7,600 worth of equipment to be included in the trailer. ICPHD is required to do a 10% match of approximately \$760. Mrs. Schippert informed the board that ICPHD was awarded the Affiliate Award of Merit during the Illinois Public Health Association (IPHA) 75th annual conference in Springfield on September 14, 2016. ICPHD was recognized for outstanding leadership, service, commitment, and dedication to public health. Mrs. Schippert and Mr. Shure were in attendance to accept the award on behalf of ICPHD.

EXECUTIVE SESSION – 5 ILCS 120/2(c): The Appointment, Employment, or Compensation of Public Employees: A motion was made by Dr. Yergler and seconded by Dr. Tungate to go into Executive Session – 5 ILCS 120/2(c): The Appointment, Employment, or Compensation of Public Employees at 7:21 p.m. on Wednesday, November 2, 2016. Motion approved by roll call vote: Aye – Lisa Breymeyer, Michelle Fairley, Dr. Reddy, John Shure, Dr. Tungate, Dr. Yergler; Absent – Susie Legan, Dr. Zumwalt.

The Board of Health returned to regular session at 7:28 p.m. on Wednesday, November 2, 2016. Roll call was taken. Present: Lisa Breymeyer, Michelle Fairley, Dr. Reddy, John Shure, Dr. Tungate, Dr. Yergler; Absent – Susie Legan, Dr. Zumwalt.

APPROVE ADMINISTRATOR AGREEMENT: Motion was made by Mrs. Breymeyer and seconded by Dr. Yergler to extend the 2-year agreement to Dee Ann Schippert as ICPHD Public Health Administrator as stated in executive session with a 2.0% increase the first year. Motion approved by roll call vote: Aye - Lisa Breymeyer, Michelle Fairley, Dr. Reddy, John Shure, Dr. Tungate, Dr. Yergler; Absent – Susie Legan, Dr. Zumwalt.

APPROVE MEDICAL DIRECTOR AGREEMENT: Motion was made by Dr. Reddy and seconded by Mrs. Breymeyer to extend Dr. Philip Zumwalt’s Medical Director Agreement for 2 years. Motion approved by roll call vote: Aye - Lisa Breymeyer, Michelle Fairley, Dr. Reddy, John Shure, Dr. Tungate, Dr. Yergler; Absent – Susie Legan, Dr. Zumwalt.

ESTABLISH AND APPROVE BOARD OF HEALTH MEETING DATES FOR FISCAL YEAR 2017: Motion was made by Dr. Tungate to approve the Board of Health meeting dates for fiscal year 2017 as presented. Motion was seconded by Mrs. Breymeyer and approved by voice vote with no opposition; Absent – Susie Legan, Dr. Zumwalt.

ELECT BOARD OF HEALTH OFFICERS FOR FISCAL YEAR 2017: A motion was made by Dr. Tungate to keep current officers in place for fiscal year 2017. Motion was seconded by Dr. Yergler and approved by voice vote with no opposition; Absent – Susie Legan, Dr. Zumwalt. Officers for fiscal year 2017: John Shure, President; Dr. Reddy, Vice-President; Michelle Fairley, Secretary.

OLD BUSINESS: Mrs. Schippert stated in the last full board meeting, she was asked to indicate where the heaviest radon levels in the county were located. Mrs. Schippert explained she pulled the radon results and high levels of radon can be found scattered throughout Iroquois County. There was not a specific area with high levels of radon.

NEW BUSINESS: None

ADJOURNMENT: Motion was made by Mrs. Breymeyer to adjourn at 7:43 p.m. on Wednesday, November 2, 2016. Motion was seconded by Dr. Yergler and approved by voice vote with no opposition; Absent – Susie Legan, Dr. Zumwalt. The next full Board of Health meeting is scheduled for Wednesday, January 4, 2017 at 7:00 p.m. in the Iroquois County Administrative Center Boardroom.


Michelle Fairley, Secretary
Iroquois County Public Health Department
Board of Health

1-4-2017
Date