



**Iroquois County Public Health Department
Board of Health
1001 E. Grant
Watseka, IL 60970
August 2, 2017 at 7:00 p.m.**

MEMBERS PRESENT:

Dr. Aravind Reddy, Vice-President
Mrs. Lisa Breymeyer, Secretary
Mr. Marvin Stichnoth
Dr. James Tungate
Dr. Rodney Yergler
Dr. Philip Zumwalt

MEMBERS ABSENT:

Mrs. Michelle Fairley, President
Ms. Susie Legan

OTHERS PRESENT:

Mrs. Dee Ann Schippert, ICPHD
Mrs. Cheryl Davis, ICPHD
Ms. Wendy Davis, Times-Spirit

CALL MEETING TO ORDER: Lisa Breymeyer, Secretary, called the Iroquois County Public Health Department Board of Health meeting to order at 7:05 p.m. on Wednesday, August 2, 2017, in the boardroom of the Administrative Center. Roll call was taken. Absent were Michelle Fairley, Susie Legan, and Dr. Reddy.

PUBLIC COMMENTS: No public comments.

APPROVAL OF JULY 5, 2017 BOH MEETING MINUTES: A revised copy was distributed for approval. Dr. Yergler made a motion, seconded by Dr. Zumwalt, to approve the July 5, 2017 Board of Health meeting minutes. Motion approved by voice vote with no opposition.

REVIEW AND APPROVAL OF CLAIMS FOR JULY 2017: The claims listing for July was distributed and discussed. Mrs. Schippert stated the claim listed as warm-up jacket was actually a lab jacket. Dr. Reddy joined the meeting at 7:09 p.m. Lisa Breymeyer turned the meeting over to Dr. Reddy, Vice-President. Mrs. Schippert explained some of the Senior Services charges were in connection with the Illinois Department of Aging (IDOA) Community Care Program (CCP) "Money Follows the Person" (MFP). Mrs. Schippert explained the program details and stated this is the first MFP ICPHD has had. ICPHD has sent a 30-day notice to IDOA that ICPHD would not be renewing this portion of the CCP. Dr. Tungate made a motion, seconded by Dr. Zumwalt, to approve the 2017 July claims. Motion approved by roll call vote: Aye – Lisa Breymeyer, Dr. Reddy, Marvin Stichnoth, Dr. Tungate, Dr. Yergler, Dr. Zumwalt; Absent – Michelle Fairley, Susie Legan. Marvin Stichnoth inquired about the Starcom21 radio. Mrs. Schippert explained these radios are for emergency preparedness with specific channels to State Police, Illinois Department of Public Health, regional health departments, firefighters, etc. in the event cell and landline services go down. This is a requirement for the Public Health Emergency Preparedness (PHEP) grant. The \$300 is the annual subscription and maintenance fee.

ICPHD ADMINISTRATOR REPORTS:

- a. Grants and Contracts Update – The Grants and Contracts listing was included in the board packet. ICPHD is still waiting on FY18 grant applications for Body Art Control Grant, Child and Adult Care Food Program, Tanning Program, Summer Food Program, and Local Health Protection. The Lead grant is not out yet, but Mrs. Schippert received an email stating grant allocation would be based on positive lead cases in your county. Iroquois County would rank on the lowest end, starting at \$2,500. Mrs. Schippert went on to state even with a state budget; she is still hearing talk of fund sweeps. Terry Eimen and Chris Wisniewski will be attending Illinois Department of Revenue Enforcement training in August for the liquor control inspections.
- b. ICPHD Programs Update – A summary report of programs was included in the board packet. The temporary food permits and radon kits were up due to the fair and other community activities. Immunization numbers continue to increase. Iroquois County has not experience any West Nile virus cases. ICPHD will be starting flu clinics at the end of September/first of October. A correction to the program summary under the jail program, ICPHD seen 9 inmates with 2 referred in July. In addition, a correction under Illiana Headstart should reflect 24 for July.

- c. Administrator Comments – Last month the BOH approved the addition to Ordinance No. 2014 - An Ordinance Governing Water Wells and Water Supplies in Iroquois County, Illinois. The County Board Health Committee also approved the addition yesterday. The addition goes before the full County Board on August 8, 2017 for final approval.

REVIEW FINANCIAL DATA FOR FISCAL YEAR 2017: The June Revenue & Expense (R&E) report was included in the board packet. The State of Illinois currently owes ICPHD \$32,741.37. As of today, ICPHD's cash balance is \$978,591. In July, ICPHD received their first installment of our tax levy payable in 2017. The first payment represents 50% of the tax levy with 25% payable in September/October and the final 25% payable in November 2017.

REVIEW AND APPROVE FISCAL YEAR 2018 BUDGET: Mrs. Schippert presented the proposed FY18 budget. The FY18 budget reflects \$918,895 in revenue and \$1,060,218 in expenses. The budgeted difference of \$141,133 would be spent out of ICPHD's cash balance. Dr. Tungate indicated the heading on the budget sheets reflected FY17 instead of the new FY18. Mrs. Schippert apologized for the error and made note to have the changes made to reflect FY18. Mrs. Schippert highlighted some of the budget changes from FY17 to FY18: the tax levy reduced to \$316,000, dollars appropriated for the new IPLAN, updated vision and hearing machines, computer replacements, and educational programs. Mrs. Schippert apprised the board of a community opioid awareness day planned in October involving ICPHD, Iroquois Mental Health Center, and other community partners, to bring in a national speaker, Tim Ryan, of "A Man in Recovery." Plans for the awareness day include inviting all Iroquois County public schools, a lunch-and-learn for community professionals and an evening presentation for the entire community.

Marvin Stichnoth asked Mrs. Schippert to speak regarding the proposal to charge ICPHD \$11,500 for rent. Mrs. Schippert stated she had included in the board packet an occupancy cost email, spreadsheet, and Administrative Building floorplan sent to her from Anita Speckman, Finance Director. The email reflects occupancy costs for ICPHD calculating to \$11,427. Mrs. Schippert clarified to the board; the occupancy cost was not included in the proposed budget sent in the board packets. Mrs. Schippert received the email and attachments on July 27, after the budget packets were complete.

Mrs. Schippert started the discussion stating in 2014, after the split of the Ford-Iroquois Public Health Department, she was told that ICPHD would be moving to the Administrative Building. At that time, she was told the reason for moving to the Administrative Building was, the lights were already on, building was already being heated, they found space for ICPHD, and it would be cost effective because ICPHD would not have to pay those expenses or rent. Mrs. Schippert continued stating; evidently, this is no longer the case. Mrs. Schippert stated she has some very strong feelings about this, but will do exactly what this board instructs her to do.

Marvin Stichnoth suggested asking the County Board to increase the public health tax levy to address the occupancy costs. Lisa Breymeyer questioned whether previous occupants were charged rent, and if occupancy cost emails were sent out to other county departments. It was discussed if agreeing to pay rent would set a precedent. Dr. Tungate stated, without a written agreement, the county would have the ability to increase rent at any time. Mrs. Schippert stated the options as she see them for the board to consider are: 1) do nothing, as ICPHD is a county entity, 2) we share a maintenance man, she would not be opposed to a voluntary contribution straight to the maintenance and/ or utilities account, or, 3) ask for a tax levy increase to be used to pay rent in this building. Dr. Tungate brought up a fourth option; move out. Lisa Breymeyer questioned the adequacy of the space for ICPHD. Mrs. Schippert explained the space is minimally adequate; the trade-off was the fact ICPHD did not have to pay rent for the space.

Marvin Stichnoth stated he did not think the County Board was requiring ICPHD to pay rent, the County Board is asking if ICPHD would voluntarily do this. Dr. Yergler suggested the board review the budget as presented. A motion was made by Lisa Breymeyer, seconded by Dr. Zumwalt, to go into Executive Session – 5 ILCS 120/2(c): The Appointment, Employment, or Compensation of Public Employees. Motion approved by voice vote with no opposition at 8:13 p.m. on Wednesday, August 2, 2017.

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

Return to regular session at 8:39 p.m. on Wednesday, August 2, 2017. Present - Lisa Breymeyer, Dr. Reddy, Marvin Stichnoth, Dr. Tungate, Dr. Yergler, Dr. Zumwalt.

Dr. Tungate made a motion, seconded by Dr. Yergler, to approve the budget as presented for 2018. Motion approved by roll call vote: Aye – Lisa Breymeyer, Dr. Reddy, Marvin Stichnoth, Dr. Tungate, Dr. Yergler, Dr. Zumwalt; Absent – Michelle Fairley, Susie Legan.

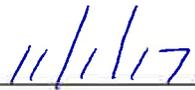
OLD BUSINESS: No old business

NEW BUSINESS: No new business

ADJOURNMENT: The next scheduled full Board of Health meeting is Wednesday, November 1, 2017 at 7:00 p.m. in the Iroquois County Administrative Center Boardroom. Lisa Breymeyer made a motion, seconded by Dr. Reddy, to adjourn at 8:40 p.m. on Wednesday, August 2, 2017. Motion approved by voice vote with no opposition. The BOH Finance Committee will meeting on Wednesday, September 6, 2017 and Wednesday, October 4, 2017 at 1:00 p.m. in the office of the Public Health Administrator.



Lisa Breymeyer, Secretary
Iroquois County Public Health Department
Board of Health



Date