



**Iroquois County Public Health Department  
Board of Health (BOH)  
1001 E. Grant  
Watseka, IL 60970  
July 5, 2018 at 6:00 p.m.**

**MEMBERS PRESENT:**

Mrs. Michelle Fairley, President  
Mrs. Lisa Breymeyer, Secretary  
Dr. Aravind Reddy, Vice-President  
Ms. Susie Legan  
Dr. Philip Zumwalt

**MEMBERS ABSENT:**

Dr. James Tungate  
Mr. Marvin Stichnoth  
Dr. Rodney Yergler

**OTHERS PRESENT:**

Mrs. Dee Ann Schippert, ICPHD  
Mrs. Luann Armantrout, ICPHD  
Mrs. Sandy Sikma, ICPHD  
Mr. Terry Eimen, ICPHD

**CALL MEETING TO ORDER:** Iroquois County Public Health Department Board of Health met at the Administrative Center in Watseka, IL on Thursday, July 5, 2018 at 6:08 p.m. Michelle Fairley, President, called the meeting to order and asked Lisa Breymeyer, Secretary, to call the roll.

**APPROVE AGENDA:** Dr. Zumwalt made a motion to move **Review and approve Ordinance Governing Food Service and Sanitation** up on the agenda and approve the revised agenda. Motion was seconded by Lisa Breymeyer and approved by unanimous voice vote.

**REVIEW AND APPROVE ORDINANCE GOVERNING FOOD SERVICE AND SANITATION:** Terry Eimen stated that as of January 1, 2019 all health departments are to start enforcing the 2017 FDA Food Code. A copy was submitted to Jim Devine, Iroquois County State's Attorney, for review. Mr. Eimen talked through the highlighted changes to the current ordinance. Mr. Eimen stated the major change in the 2017 FDA Food Code, reflected in the new ordinance, is that the FDA is requiring a food certified manager on hand at all times in medium risk establishments. Motion was made by Dr. Zumwalt to send the new ordinance to the Iroquois County Health Committee and Iroquois County Board for approval. Motion was seconded by Lisa Breymeyer and approved by unanimous voice vote.

**PUBLIC COMMENTS:** None

**APPROVAL OF MAY 2, 2018 BOH MEETING MINUTES:** Motion made by Dr. Zumwalt to approve the minutes, correcting **Wednesday** to **Thursday** under the Adjournment section. Motion seconded by Susie Legan and approved by unanimous voice vote.

**APPROVAL OF JUNE 11, 2018 BOH FINANCE COMMITTEE MEETING MINUTES:** Motion made by Lisa Breymeyer, seconded by Dr. Zumwalt, to approve the June 11, 2018 Finance Committee meeting minutes. Motion approved by unanimous voice vote.

**REVIEW AND APPROVAL OF CLAIMS FOR JUNE 2018:** The claims listing for June was distributed. Dr. Zumwalt made a motion to approve the claims. Motion seconded by Dr. Reddy and approved by roll call vote: Aye – Michelle Fairley, Lisa Breymeyer, Dr. Reddy, Susie Legan, Dr. Zumwalt. Absent: Marvin Stichnoth, Dr. Tungate, Dr. Yergler.

**ICPHD ADMINISTRATOR REPORTS:** Mrs. Schippert stated the social media policy, approved at the last full board of health meeting, had been revised and ICPHD staff have read and signed as reviewed.

- a. **Grants and Contracts Update** – Mrs. Schippert read an email from the state stating the SFY 2019 Local Health Protection Grant program (LHPG) will be a one-year bundled grant agreement consisting of, for ICPHD: 1) Local Health Protection, 2) Body Art and Tanning Inspection, 3) Groundwater Protection (Safe Drinking Water), 4) Lead Poisoning Prevention, and 5) Vaccine for Children (VFC). In past years, VFC has been a contract (fee-for-service) not a grant. ICPHD plans to apply for the SFY 2019 Illinois Tobacco-Free Communities Grant (ITFC) individually as a health department and not through the regional application. The Illinois Department of Public Health (IDPH) FY 2018 Breast and Cervical Cancer grant was extended by three-months. Not listed on the

grants and contract listings is an agreement with Iroquois Unit 9 Schools. Unit 9 received a school health grant from the Illinois State Board of Education. Unit 9 is using this grant money to open up the fitness center at the high school this summer. Teresa Castonguay, ICPHD staff nurse and Unit 9 school nurse, will supervisor the fitness center for 2 days a week, 6 hours a day, for the months of June and July, totaling 102 hours.

- b. ICPHD Programs Update – A summary report of programs through June 2018 was included in the board packet. Mrs. Schippert explained that 37% of well water testing samples were coming back unfavorable after the flood. ICPHD will continue to do free well water testing until ICPHD starts to see a steady flow of favorable water test results. IDPH reported the first confirmed human case of West Nile virus in Illinois for 2018. A Chicago woman became ill in mid-May and lab tests show that she had contracted the virus. One rabies case investigation resulted with prophylaxis being administered.
- c. Adult Protective Services (APS) update – Mrs. Schippert introduced LuAnn Armantrout, Senior Services Supervisor. LuAnn will be retiring on Friday, July 6, 2018 after 24 years of serving the Iroquois County residents. LuAnn updated the board on how the senior services programs have been and will be changing in the future. Mrs. Schippert stated caseloads have increased significantly and recommended to the board that the senior services area increase one full-time employee. After discussing the needs of the senior services programs, Mrs. Schippert was instructed to advertise for a part-time employee, with the possibility of full-time employment.
- d. IPLAN Update – IDPH has sent their recommendations to JCAR. Changes will still include a community needs assessment, recommending the use of the MAP process, and a needs assessment summary. Mrs. Schippert advised the board she had decided to use CUPHD, starting with a needs assessment this fiscal year and the IPLAN next fiscal year.
- e. Administrator comments - Our next BOH meeting will focus on the fiscal year 2019 budget. Mrs. Schippert said she had given a presentation to the Iroquois County Health Committee on Tuesday explaining how ICPHD's tax revenue is spent. She explained in order to be a certified health department; a health department must maintain the following programs: Food, Water, Septic, Immunizations, Communicable Disease, and TB prevention and control. The tax levy supports these programs. ICPHD's revenue is divided approximately 1/3 grants/contracts, 1/3 tax levy, and 1/3 fee-for-service. Mrs. Schippert shared an email she received indicating 4 out of the 5 state's managed care organizations (MCOs) are decreasing their reimbursements by 50%. With this information and the uncertainty of grants, Mrs. Schippert will be requesting that ICPHD's tax levy remain the same as last year. ICPHD is currently at 53% of their tax levy. She also discussed she may include some contributions to specific costs to the county.

**EXECUTIVE SESSION – 5 ILCS 120/2(c): The Appointment, Employment, or Compensation of Public Employees:** A motion was made by Lisa Breymeyer, seconded by Dr. Reddy, 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 7:45 p.m. on Thursday, July 5, 2018.

Board returned to regular session at 8:27 p.m. on Thursday, July 5, 2018. Present - Lisa Breymeyer, Michelle Fairley, Suzie Legan, Dr. Reddy, Dr. Zumwalt.

**OLD BUSINESS:** Mrs. Schippert stating the requested updates were made to the MOU with the Emergency Management Agency (EMA). Mrs. Schippert explained that at the June 11, 2018 BOH Finance meeting, she had informed the committee that PHEP grant dollars would not be allowed to be used to pay for the vehicles title, license, and insurance since ICPHD did not own the vehicle. Instead, contractual services dollars would be used to pay these expenses.

**NEW BUSINESS:** No new business

**ADJOURNMENT:** Dr. Zumwalt made a motion, seconded by Lisa Breymeyer, to adjourn at 8:30 p.m. on Thursday, July 5, 2018. Motion approved by unanimous voice vote. The next scheduled full Board of Health meeting is Wednesday, August 1, 2018 at 6:00 p.m. in the Iroquois County Administrative Center Boardroom.

  
 Lisa Breymeyer, Secretary  
 Board of Health

  
 Date