



**Iroquois County Public Health Department
Board of Health (BOH)
1001 E. Grant
Watseka, IL 60970
March 13th, 2019 at 6:00 p.m.**

MEMBERS PRESENT:

Mrs. Michelle Fairley, President
Mrs. Lisa Breymeyer, Secretary
Ms. Susie Legan
Mr. Marvin Stichnoth
Dr. Rodney Yergler
Dr. Philip Zumwalt

MEMBERS ABSENT:

Dr. Aravind Reddy, Vice-President
Dr. James Tungate

OTHERS PRESENT:

Mrs. Dee Ann Schippert, ICPHD
Mrs. Taylor Eades, ICPHD
Ms. Teresa Radosevich, CUPHD

CALL MEETING TO ORDER: Mrs. Fairley, President, called the Iroquois County Public Health Department Board of Health meeting to order at 6:01 p.m. on Wednesday, March 13, 2019, in the boardroom of the Administrative Center. Roll call was taken.

APPROVE AGENDA: Mr. Stichnoth made a motion to approve the agenda. Motion seconded by Dr. Zumwalt and approved by a voice vote.

PUBLIC COMMENTS: No public comments.

APPROVAL OF JANUARY 9, 2019 BOH MEETING MINUTES: A copy of the BOH meeting minutes was distributed for review and approval. Mrs. Schippert noted a misspelling that would be corrected. Dr. Yergler made a motion to approve the January 9, 2019 meeting minutes as amended. Motion seconded by Dr. Zumwalt and approved by voice vote with no oppositions.

APPROVAL OF FEBRUARY 6, 2019 BOH FINANCE COMMITTEE MEETING MINUTES: A copy of the BOH Finance Committee minutes was distributed for review and approval. Lisa Breymeyer made a motion, seconded by Dr. Zumwalt to approve the meeting minutes of February 6, 2019. Motion approved by voice vote with no oppositions.

REVIEW AND APPROVAL OF CLAIMS FOR FEBRUARY 2019: A revised claims listing for December was distributed for review and approval. A revision was made to a claim listed as "employment publishing" for "499.00" corrected to "The Daily Journal" for "495.00". Discussion was held regarding February claims. Mrs. Schippert noted that the listed ICPHD sanitarian position remained open because no qualified candidates have applied. Mrs. Breymeyer asked if this job was being listed through any colleges. Mrs. Schippert confirmed that the sanitarian position was being listed through indeed.com, local newspapers, along with six universities. Mrs. Fairly asked if other health departments had similar issues filling environmental health positions, Mrs. Schippert confirmed. Mrs. Schippert noted that a person cannot sit for the Licensed Environmental Health Practitioner exam until they have worked under a LEHP at a local health department for at least one year. Mrs. Legan asked why the sanitarian position was open, Mrs. Schippert stated that Chris Wisniewski had resigned. Mrs. Fairley inquired approximately how long Terry Eimen would continue to work at ICPHD before retiring. Mrs. Schippert stated he originally intended on retiring in February 2019 but now indicated that he is staying for an additional two years. Discussion was held regarding how to increase student interest in the environmental health field. Ms. Legan asked Mrs. Schippert how often ICPHD needed to replace CPR manikins. Mrs. Schippert informed her that ICPHD has never replaced CPR manikins until now. Mrs. Fairly asked if ICPHD was required to purchase manikins with additional features for 2019, Mrs. Schippert confirmed. Dr. Zumwalt moved to approve the claims for February as presented. Motion seconded by Mrs. Breymeyer. Motion approved by roll call vote: Aye- Lisa Breymeyer, Michelle Fairley, Suzie Legan, Marvin Stichnoth, Dr. Rodney Yergler, Dr. Philip Zumwalt. Absent- Dr. Aravind Reddy, Dr. James Tungate

REVIEW, APPROVE, AND ADOPT THE IROQUOIS COUNTY COMMUNITY NEEDS ASSESSMENT/ICPHD IPLAN (2019-2024): A copy of the 2019-2024 Iroquois County Needs Assessment & Health Plan draft along with the 2019-2024 Community Friendly IPLAN draft was distributed for review and approval. Mrs. Schippert informed members that the majority of the document consisted of MAPP assessments and includes Iroquois County's IPLAN as well. Mrs.

Schippert informed Board of Health members that the Illinois Board of Health and the Joint Committee on Administrative Rules were currently reviewing the current IPLAN format. Approximately two months after Iroquois County's IPLAN process began ICPHD received a letter from Bill Dart with IDPH encouraging all health departments to place their IPLAN process on hold and request extensions regarding their deadlines. At that time, Mrs. Schippert contacted Mr. Dart to inform him ICPHD would continue with their IPLAN process due to the amount of time already invested. Mrs. Schippert informed members that if they recommended any changes those would need to be submitted March 14th. Mrs. Schippert informed members that the IPLAN stated Mrs. Breymeyer was appointed until the year 2020 but this would be corrected to state her term expires in 2021. Discussion was held regarding specific demographic participation in IPLAN surveys and representation in Iroquois County. Mrs. Breymeyer pointed out that 21.1% of Iroquois County's population was age 65 and older. Discussion was held regarding this piece of data's significance and the importance of services for the aging population. Teresa Radosevich of CUPHD presented a brief overview of the MAPP process. Mrs. Schippert restated that the document was an Iroquois County health plan and was not specific to just ICPHD. Mrs. Schippert stated ICPHD was fortunate to have upwards of forty five community members in attendance at their meetings. Ms. Legan asked for clarification regarding data on page five of the Community Friendly IPLAN. Ms. Radosevich explained that the data was based on a scale of one hundred and two counties where one represented the best ranking and 102 representing the worst. Discussion was held regarding county health rankings. Mrs. Schippert stated that because of Iroquois County's small population, a few undesirable health outcomes can change the statistic dramatically. Dr. Zumwalt stated that data representing primary care physicians on page eight of the community friendly piece did not reflect the number of nurse practitioners and other healthcare workers who may provide similar services. Mrs. Fairly suggested that this may also apply to Illinois data which would make the comparison fair. Mrs. Schippert stated that Bill Dart is the head of the IDPH Office of Policy, Planning & Statistics which has recently began to develop a IDPH statistical bureau and data base. Mrs. Schippert will contact Mr. Dart to inform him that healthcare worker statistics would be something Iroquois County is interested in. Ms. Legan asked how average healthcare cost represented in the document was measured. Mrs. Schippert replied it was measured per person. Mrs. Breymeyer asked about the previous health priorities in the 2015-2019 IPLAN. Mrs. Schippert stated the previous priorities were obesity, breast and cervical cancer, and smoking. Discussion was held regarding Iroquois County health priorities and statistics. Ms. Legan made a motion to approve and adopt the Iroquois County Community Needs Assessment/ICPHD IPLAN. Motion seconded by Dr. Zumwalt and approved by roll call vote: Aye- Lisa Breymeyer, Michelle Fairley, Suzie Legan, Marvin Stichnoth, Dr. Rodney Yergler, Dr. Philip Zumwalt. Absent- Dr. Aravind Reddy, Dr. James Tungate.

ICPHD ADMINISTRATOR REPORTS:

- a. Grants and Contracts Update- An updated Grants and Contracts listing was distributed to board members. Mrs. Schippert informed board members of a memorandum from IDPH received on March 7th, 2019 that states effective April 30th, 2019 ICPHDs summer food and child/adult care food program grant agreement would be terminated due to the Illinois State Board of Education assuming oversight of these programs. Discussion was held regarding summer food programs. Mrs. Schippert stated that the Comprehensive Local Health Protection Grant was approved on March 5th, 2019 and on March 7th, 2019 ICPHD received 100% of the Local Health Protection portion of the funds. Discussion was held regarding ICPHD grant approval and payment status with IDPH.
- b. ICPHD Programs Update- A summary report of programs through February was included in the Board of Health packet. Mrs. Schippert pointed out the large number of reinspections listed was due to the new FDA food code. Facilities are adjusting to the new code and Mrs. Schippert foresees this number to continue to be increased until facilities are familiar with changes. Mrs. Fairley asked if facilities have received updates regarding the new code. Mrs. Schippert confirmed. Discussion was held regarding a rabies investigation done in the month of February, which was negative. Discussion was held regarding an increase in APS number and the need for an additional part time employee. Mrs. Schippert expected to fill the needed position in the upcoming weeks. Mrs. Breymeyer pointed out the upward trend of STIs in Iroquois County. Discussion was held regarding the upward trend of communicable disease cases including STIs and vaccine preventable diseases. Mrs. Schippert informed members that ICPHD's Breast and Cervical Program received great results on its audit and shared several client satisfaction surveys praising the program.
- c. FDA Food Code Update- a copy of the Food and Drink Facilities Variance Request Form draft was included in board member packets. Mrs. Schippert reminded members that under the new FDA food code bars with frozen pizza ovens were now required to have a certified food manager on staff at all times. Molly Lamb,

Deputy Director of the Office of Local Health Protection, IDPH informed all administrators she would now accept local health department variances at their compliance inspection review. ICPHD drafted the Food and drink Facilities Variance Request Form for local establishments to submit along with a HSSP plan to request variance

- d. Administrator Comments- Mrs. Schippert stated an increase in employee verbal abuse in the field by establishment staff/owners. Mrs. Schippert has contacted a restaurant owner directly to inform him that this behavior would not be tolerated. Discussion was held regarding employee safety practices and training. Mrs. Schippert informed board members that Judy Cultra will be retiring in June after twenty-seven years of service. Currently Judy Cultra works for ICPHD part-time, Mrs. Schippert stated she would like to replace her position with a full-time office nurse. Previous, another employee had switched to part-time but full-time benefits had already been budgeted which would provide funding for a full-time nurse’s potential benefits. With the increased number of immunizations Mrs. Schippert sees the need to increase the position to full-time. Discussion was held regarding full-time staff possibly providing health education in local public schools.

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

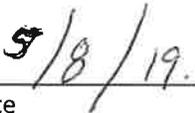
OLD BUSINESS: Mr. Stichnoth asked if ICPHDs tablet situation had been resolved. Mrs. Schippert confirmed that Area-Wide technologies provided ICPHD with two upgraded replacement tablets. Mrs. Schippert stated that Iroquois County had three active chambers of commerce. Mrs. Schippert presented the information provided by each chamber. The approximate total cost to join all three chambers would be three hundred dollars. ICPHD intends to join all three. Mrs. Schippert informed board members the Iroquois County Finance Department is still working on completing R&E reports but provided an incomplete report for board members to review.

NEW BUSINESS: No new business.

ADJOURNMENT: Dr. Yergler made a motion, seconded by Mr. Stichnoth to adjourn at 7:48 p.m. on Wednesday, March 13, 2019. Motion approved by unanimous voice vote. The next scheduled full Board of Health meeting is Wednesday, May 8 at 6:00 p.m. in the Iroquois County Administrative Center Boardroom.



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



 Date