



WILL COUNTY HEALTH DEPARTMENT
BOH Meeting Minutes
May 16, 2018

The monthly meeting of the Board of Health held at the Will County Health Department, 501 Ella Avenue, Joliet, IL was called to order at 3:03 PM, Mr. Zelko, President presiding.

ROLL CALL/QUORUM NOT PRESENT

MEMBERS PRESENT

James Zelko, President,
Billie Terrell, Ph.D., Vice President
John Cicero, Member-At-Large
Donald Gould
Gary Lipinski, M.D

MEMBERS ABSENT

Chief Daniel Forsythe, Secretary
George Pitsilos, M.D.
Scott Soderquist, D.D.S.
Guadalupe Vega
Denise Winfrey
Edward Zabrocki

STAFF PRESENT

Susan Olenek, Executive Director
Mary Kilbride, Executive Assistant, Community Health Center
Elizabeth Bilotta, Administrative Services Director, Administration
Steve Brandy, Media Services Manager, Administration
Katie Weber, Program Coordinator, Emergency Preparedness & Response
Stacey Knack, Human Resources Coordinator, Administration
Barbara Agor, EP&R Specialist, Emergency Preparedness & Response
Joe Troiani, Ph.D., Division Director, Behavioral Health
Scott DuBois, Ph.D., Program Manager, Behavioral Health
Mary Maragos, Chief Executive Officer, Community Health Center
Jennifer Byrd, Chief Medical Officer, Community Health Center
Thomas Casey, Division Director, Environmental Health
Tina Bilecki, Program Coordinator, Environmental Health
Georgia VanderBoegh, Division Director, Family Health Services
Jenny Gorszczyk, Program Manager, Family Health Services
Cindy Jackson, Program Manager, Family Health Services
Hope Cathelyn, Chief Vision and Hearing Technician, Family Health Services
Alpesh Patel, Program Coordinator, Family Health Services
Loy Rosen, Program Manager, Family Health Services
Sylvia Muniz, Program Manager, Family Health Services
Lyyti Dudczyk, Program Coordinator, Family Health Services
Fran Marcucilli, Intern, Community Health Center

OTHERS PRESENT

Dan McGrath, Assistant State's Attorney
Marie Lindsey, Governing Council Chairman

PRESIDENT'S COMMENTS – None

EXECUTIVE DIRECTOR'S COMMENTS

Ms. Olenek introduced Mary Kilbride, Executive Assistant, Community Health Center to the meeting. Ms. Kilbride was taking the place of Stephanie Baskin.

APPROVAL OF BOARD OF HEALTH MINUTES - No quorum present

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS – No quorum present

REPORTS FROM DIVISIONS

Written reports were submitted by the Chief Executive Officer, Chief Medical Officer, Division Directors, Emergency Response Coordinator, and Media Services Manager.

Administrative Services (Presented Monthly Reports for April)

Report of activities were provided in the packet for the Board's review.

Behavioral Health Programs (Presented Monthly Reports for April)

Report of activities were provided in the packet for the Board's review.

Community Health Center (CHC) (Presented Monthly Reports for April)

- Report of activities were provided in the packet for the Board's review.
- Mr. Zelko stated that Will County Land Use operates a program at Pilcher Park. It is a book exchange which will take place from 6/1-6/3 in Joliet. This might be a possibility to receive some books for the Center's Reach Out and Read Program.

Dr. Byrd, Chief Medical Officer (CHC)

- Report of activities were provided in the packet for the Board's review.
- Dr. Byrd spoke of the Group Diabetes Educational Sessions. Mr. Cicero questioned if there were any incentives being offered to the patients as an incentive to come to the sessions? Dr. Byrd stated she would reach out to some of the drug representatives.

Environmental Health (Presented Monthly Reports for April)

Report of activities were provided in the packet for the Board's review.

Family Health Services (Presented Monthly Reports for April)

Report of activities were provided in the packet for the Board's review.

Emergency Preparedness and Response (EP&R) (Presented Monthly Reports for April)

Report of activities were provided in the packet for the Board's review.

Media Services (Presented Monthly Reports for April)

Reports of press releases and media coverage were provided in the packet for the Board's review.

OLD BUSINESS

NEW BUILDING UPDATE

Ms. Olenek gave a New Building update. Mr. Zelko commended the conciseness of the meeting minutes from the Capital Improvements Committee. Mr. Zelko questioned if there were commitments from other board of health members on attending the upcoming meetings. Mr. Zelko suggested Stephanie inform the requisite BOH members of the upcoming meetings to ensure attendance from the BOH.

NEW BUSINESS

EXECUTIVE DIRECTOR PERFORMANCE EVALUATION

Mr. Zelko asked if anyone had any questions regarding the evaluation included in the packets? Mr. Zelko addressed the evaluation for Ms. Olenek. He asked all board members to review the accomplishments & goals for the upcoming year that were in the BOH packet and let him know of any additions.

COUNTY BOARD DISTRICT REPORTS

Report of assessments were provided in the packet for the Board's review.

NIPHC Report

Reports from NIPHC were provided in the packet for the Board's review.

Discussion

Due to lack of quorum discussion took place regarding those matters that were of an urgent matter needed for approval. Mr. Casey will be in contact with West Nile Program Billboard Advertising Company (Resolution #18-18) to see what they can do to get advertising up immediately. Ms. Jackson will contact the advertising company (Resolution #18-19 & #18-20) and confirm that they can wait until after the BOH June meeting for payment.

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT –

No discussions took place as no quorum was present.


BOARD MEMBERS' COMMENTS/CONCERNS

Mr. Zelko commented about the potential for exempt employee wage increases. Mr. Zelko has requested Ms. Olenek to work on a proposal this fiscal year for a wage increase effective 12/1/18.

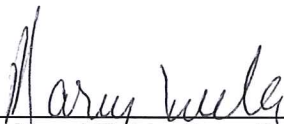
ADJOURNMENT

At 3:46 p.m. the meeting adjourned.

By: _____


John Cicero
Will County Board of Health

By: _____


Mary Kilbride, Executive Assistant
Will County Community Health Center