



**WILL COUNTY HEALTH DEPARTMENT  
BOH MEETING MINUTES  
SEPTEMBER 19, 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 3:00 P.M., Mr. Zelko, President presiding.

**ROLL CALL/QUORUM NOT PRESENT**

**MEMBERS PRESENT**

James Zelko, President,  
Billie Terrell, Ph.D., Vice President  
Chief Daniel Forsythe, Secretary  
John Cicero, Member-At-Large  
Edward Zabrocki

**MEMBERS ABSENT**

Donald Gould  
Gary Lipinski, M.D  
Scott Soderquist, D.D.S.  
Denise Winfrey  
George Pitsilos, M.D.  
Guadalupe Vega

**STAFF PRESENT**

Susan Olenek, Executive Director  
Stephanie Baskin, Executive Assistant, Administration  
Elizabeth Bilotta, Administrative Services Director, Administration  
Anthony Melei, ITT Coordinator  
Katie Weber, Program Coordinator, Emergency Preparedness and Response  
Joseph Troiani, PhD, Division Director, Behavioral Health  
Lorrie Kalec, Mental Health Counselor, Behavioral Health  
Mary Maragos, Chief Executive Officer, Community Health Center  
Jennifer Byrd, Chief Medical Officer, Community Health Center  
Thomas Casey, Division Director, Environmental Health  
Trisha Kautz, Lab Program Coordinator, Environmental Health  
Georgia VanderBoegh, Division Director, Family Health Services  
Cindy Jackson, Program Manager, Family Health Services

**OTHERS PRESENT**

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

---

**PLEDGE OF ALLEGIANCE**

**PRESIDENT'S COMMENTS – NONE**

**EXECUTIVE DIRECTOR'S COMMENTS – NONE**

## APPROVAL OF BOARD OF HEALTH MINUTES – TABLED

### TREASURER’S REPORT AND DEPARTMENT FINANCIAL REPORTS – TABLED

#### 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 September)**

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

- ✚ Mr. Cicero inquired if the I.T.T. cost will be absorbed with buildout or will it come out of the Health Department budget in the new building? Ms. Olenek replied the costs will be shared with the County.

#### **Behavioral Health Programs (Presented Monthly Reports for September)**

- Report of activities were provided in the packet for the Board’s review.
- Dr. Troiani noted the clinical staff is going through IM+CANS training. This training is necessary to complete the process for intake.
- Dr. Troiani noted he’s hopeful the new Psychiatric Hospital at Silver Cross will take admissions for the Psychiatric unit by December 19<sup>th</sup>.

#### **Chief Executive Officer – CHC (Presented Monthly Reports for September)**

- Report of activities were provided in the packet for the Board’s review.
- Ms. Maragos reported the CHC received a notice of grant award from HRSA for \$285,750 for expansion of Behavioral Health Substance Use Services. Three new staff will be hired with the funds including: (1) Mental Health Practitioner, (1) Mental Health Nurse, and (1) CMA. Ms. Olenek mentioned a resolution to appropriate the funds will be brought back to the next meeting.
- Ms. Maragos noted the CHC also received \$63,519 for Quality Measures and is considering hiring a Care Coordination Supervisor. Ms. Olenek noted funding and the budget will be reviewed for this program.
- ✚ Mr. Cicero asked if the HRSA award for expansion of Behavioral Health Substance Use Services is a one-time award or for one year? Ms. Maragos noted it is for one year. It is for expansion of services which includes additional years of grant funds to be received from HRSA.
- ✚ Mr. Zelko asked for the 340B status update with Basingers Pharmacy. Ms. Maragos as of to date, payments have not been received. Ms. Olenek mentioned a meeting with County Executive’s office, Mr. Bhatt, and Ms. Maragos took place at the Health Center September 14<sup>th</sup> to discuss payment arrangements. No payments have been received. Further discussions with the State’s Attorney’s office continue. Discussions ensued.

#### **Chief Medical Officer – CHC (Presented Monthly Reports for September)**

- Report of activities were provided in the packet for the Board’s review.
- Dr. Byrd reported a Family Nurse Practitioner has resigned. Recruitment for a replacement is underway.

#### **Environmental Health (Presented Monthly Reports for September)**

- Report of activities were provided in the packet for the Board’s review.
- Mr. Casey recognized Ms. Trisha Kautz, (in the audience) and lab staff for passing the NELAC certification. Ms. Kautz and staff do a great job keeping the lab in great conditions and up-to-code.
- Mr. Casey noted the West Nile Virus Program is nearing the end of the season.

**Family Health Services (Presented Monthly Reports for September)**

- Report of activities were provided in the packet for the Board’s review.
- Ms. VanderBoegh briefly discussed the HealthWorks program and the HIV/STD/Lead program as presented in the packet.
- ✚ Mr. Zelko acknowledged and commended Ms. Cindy Jackson (in the audience) for a job well done helping keep teen pregnancies reduced in the Bolingbrook area through the Teen Pregnancy Prevention Program.

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

- Report of activities were provided in the packet for the Board’s review.
- Ms. Weber thanked everyone who came out to visit the Mobile Food Pantry.

**Media Services (Presented Monthly Reports for September)**

- Reports of press releases and media coverage were provided in the packet for the Board’s review.
- Ms. Olenek mentioned Channel 2 news inquired about the rise of rabid bats in the County of Will.

**OLD BUSINESS**

**NEW BUILDING UPDATE**

- ✚ Ms. Olenek discussed the PowerPoint handout of the new HD building placed at the Board member’s desks.
- ✚ Ms. Olenek reported staff walked around the neighborhood putting door hangers on doors inviting the neighbors to attend the Neighborhood Meeting Event scheduled Thursday, September 27<sup>th</sup> 6:00p – 8:00p here in the Community Room. Discussions will include the project timeline and the floor will be open to Q & A’s. Ms. Olenek invited the board to attend as well.
- ✚ Ms. Lindsey inquired if the address will remain the same or if the new HD will be assigned a new address? Ms. Olenek said that will be the decision of the Post Office.
- ✚ Ms. Olenek presented a timeline of CIC committee meeting dates and invited the board members to attend if available.
- ✚ Questions arose regarding parking. Ms. Olenek noted those details are being discussed and other off-site locations and transportation options are being considered.

**NEW BUSINESS**

**RESOLUTION #18-28 RENEWAL OF SECURITY SERVICES CONTRACT WITH GLOBAL SERVICES (ADM) – TABLED**

**RESOLUTION #18-29 DISPOSAL OF SURPLUS EQUIPMENT (2001 FORD SPORT VAN) (ADM) – TABLED**

**RESOLUTION #18-30 RENEWAL OF AGREEMENT WITH WILL COUNTY ANIMAL CONTROL DEPARTMENT TO PROVIDE COURIER SERVICE (ADM) – TABLED**

**RESOLUTION #18-31 RENEWAL BETWEEN THE WILL COUNTY HEALTH DEPARTMENT AND SUNNY HILL SANITORIUM (ADM) – TABLED**

**RESOLUTION #18-32 PURCHASE OF 7 CANON MULTIFUNCTION PRINTERS / COPIERS (ADM) – TABLED**

**RESOLUTION #18-33 FY19 BUDGET APPROVAL (ADM) – TABLED**

**RESOLUTION #18-34 COMMUNITY HEALTH CENTER SLIDING FEE SCALE (CHC) – TABLED**

- ✚ Mr. Zelko advised Ms. Maragos to enter the revised fees into the system with the Board’s agreement and bring to the next board meeting for board approval.

**RESOLUTION #18-35 PROPOSED VACCINE RATE CHANGE (CHC) – TABLED**

- ✚ Mr. Cicero inquired when are the vaccine rate changes effective. Ms. Olenek noted the Governing Council has approved the changes. Mr. Zelko advised Ms. Maragos to enter the rates into the system with the Board’s agreement and bring to the next board meeting for board approval.

**EXECUTIVE SESSION RE EMPLOYMENT/LEGAL MATTERS – NONE**


**APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT - TABLED**


**BOARD MEMBERS’ COMMENTS/CONCERNS**

- ✚ Mr. Zelko thanked Ms. VanderBoegh for supplying the flu vaccine for the board members.
- ✚ Ms. Olenek briefly noted the pamphlets placed at the desk of the board members were created by David Campbell, Community Health Educator for BH, which includes BH’s programs and services. These pamphlets are available to the public.
- ✚ Mr. Zelko mentioned the Compensation Committee will meet September 26<sup>th</sup> to continue discussions regarding compensation for exempt and management staff.
- ✚ Mr. Zelko encouraged Ms. Olenek to reach out to the board members not in attendance for the meeting to discuss the need to have a quorum. Candidate suggestions and board replacements were discussed.
- ✚ Marie Lindsey inquired about the difference between the terms Mental Health and Behavioral Health. Dr. Troiani mentioned 10 years ago, a decision was made to use the term Behavioral Health making the term less stigmatized and is all encompassing.

**ADJOURNMENT**

At 4:10P.M. a motion was made by (Chief Forsythe and seconded by Dr. Terrell) to adjourn the meeting.

By:   
Chief Daniel Forsythe, Secretary  
Will County Board of Health

By:   
Stephanie Baskin, Executive Assistant  
Will County Health Department