



**WILL COUNTY HEALTH DEPARTMENT
BOH Meeting Minutes
January 18, 2017**

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 3:01 PM, Mr. Zelko, President presiding.

ROLL CALL/NO QUORUM PRESENT

MEMBERS PRESENT

James Zelko, President,
Billie Terrell, Ph.D., Vice President (arrived at 3:12p.m.)
Chief Daniel Forsythe, Secretary
Judith McDonald, Ed.D, (arrived at 3:07p.m.)
John Cicero, Member-At-Large
Donald Gould
Scott Soderquist, D.D.S.
George Pitsilos, M.D. (arrived at 3:04p.m.)
Guadalupe Vega (arrived at 3:02p.m.)
Denise Winfrey (arrived at 3:04p.m.)

MEMBERS ABSENT

Joseph Karcavich, M.D.

QUORUM PRESENT (present at 3:02p.m.)

STAFF PRESENT

Susan Olenek, Executive Director
Stephanie Baskin, Executive Assistant
Steve Brandy, Media Services Manager
Elizabeth Bilotta, Administrative Services Director
Denise Bergin, Program Coordinator
Anthony Melej, I.T.T. Program Coordinator
Mary Maragos, Chief Executive Officer (arrived at 3:02p.m.)
Jennifer Byrd, M.D., Chief Medical Officer
Joseph Troiani, Ph.D., Division Director
Scott DuBois, Program Coordinator
David Delrose, President AFSCME
Pat Dames-Schuster, Division Director
Cindy Jackson, Program Manager
Tom Casey, Division Director
Kathryn Nelson, Program Coordinator
Trisha Kautz, Program Coordinator
Kathleen Weber, Emergency Preparedness & Response Coordinator
Barb Agor, Emergency Preparedness & Response Specialist

OTHERS PRESENT

Keith Aeschliman, Assistant State's Attorney
Paul Lauridsen, Governing Council Chairman

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

Mr. Zelko welcomed everyone to the meeting.

EXECUTIVE DIRECTOR'S COMMENTS – none

APPROVAL OF BOARD OF HEALTH MINUTES

Moved: (Mr. Gould, second Mr. Cicero) to approve the December 21, 2016 Regular Session minutes as presented.

Motion carried

Moved: (Mr. Gould, second Mr. Cicero) to approve the December 21, 2016 Executive Session minutes as presented.

Motion carried

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

The monthly statement from the Treasurer ending December 31, 2016 showed a balance of \$5,124,954.39.

- The Schedule of Revenue for the month of December was reviewed and discussed showing agency revenue at 5% for the fiscal year.
- The Expense Report for the month of December was reviewed and discussed showing agency expenditures at 9.3%.
- The Capital Improvement Fund report was discussed for the month of December showing activity with an ending balance of \$37,217.25.
- Mr. Zelko inquired if any future projections could possibly show the need for Inter-fund borrowing, until the next state distribution? Ms. Olenek said, "The projections will be looked at next month."

Moved: (Mr. Gould, second Ms. Winfrey) to approve the Treasurer's Report and Department Financial Reports for the month of December as presented.

Motion Carried

REPORTS FROM DIVISIONS

Written reports were submitted by the Health Department Executive Director, the Community Health Center CEO, Chief Medical Officer, Division Directors, Emergency Response Coordinator, and Media Services Manager.

Administrative Services (Presented in Monthly Report)

- Report of activities through the month of December were provided in the packet for the Board's review.

Behavioral Health Programs (Presented in Monthly Report)

- Report of activities through the month of December were provided in the packet for the Board's review.
- Illinois Department of Human Services has lifted the billing suspension resulting from a post-payment review conducted October 12, 2016. All corrections were made to satisfy IDHS.
- Dr. Troiani discussed the possible opening of a new psychiatric hospital in Will County on the Silver Cross property, benefiting outpatient services to the adult and child/adolescent populations. Ms. Olenek noted letters of support, supporting the Certificate of Need (CON) application will be provided from the Health Department and Health Center, MAPP, BOH, and Governing Council as well as letters from other sectors (e.g. law enforcement agencies, community based legislators.)

Community Health Center (CHC) (Presented in Monthly Report)

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

Dr. Byrd, Chief Medical Officer (CHC) – none

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

Environmental Health (Presented in Monthly Report)

- Report of activities through the month of December were provided in the packet for the Board's review.
- January 1st late payment penalties were assessed to 197 food facilities. Facility issued penalties were up this year from last year. As of today, all facilities are current.

- Mr. Casey attended the waste water seminar in Bloomington. IDPH notified Mr. Casey Will County ranks #10 in septic permit issuances. 2016 results will be released in April.

Family Health Services (Presented in Monthly Report)

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

Emergency Preparedness and Response (EP&R) (Presented in Monthly Report)

- Report of activities through the month of December were provided in the packet for the Board's review.
- Ms. Weber briefly discussed the bio-watch incident planning, training, and notification processes.

Media Services (Presented in Monthly Report)

- Report of press releases through the month of December were provided in the packet for the Board's review.
- Mr. Brandy mentioned Ms. Olenek will be profiled in the Herald News, Sunday January 22nd.
- The Herald news will be coming Monday, January 23rd to photo the adolescent patients receiving immunizations.
- Radon Action month is this month. Mr. Brandy, Nicole Garrett (EH), and Wendy Deutch (EH) spoke on the WJOL radio station about Radon and encouraged residents to pick up radon test kits here at the HD in the EH department.

OLD BUSINESS

Strategic Planning – Progress Report (ADM)

The planning process is moving along. Ms. Olenek wants to receive a couple more proposals before making a final decision. The active planning process is scheduled for February/March. Participation is welcomed from all BOH members.

NEW BUSINESS

Resolution #17-01 FY2017 BKD Consultants (CHC)

Moved: (Dr. Terrell, second Chief Forsythe) the Board of Health approves the contract with BKD CPA and Advisors LLP. in the amount of \$22,500. The cost for this training will be completely funded by the QI Supplemental funding already allocated in the FY2017 budget.

Motion carried

Resolution #17-02 Silver Cross Hospital/HealthVest LLC Certificate of Need Application (BHP)

Moved: (Ms. Winfrey, second Mr. Cicero) the Board of Health approves the support for the Certificate of Need Application for Silver Cross Hospital/HealthVest, LLC.

Motion carried

Federal and State Legislative Agenda (ADM)

Ms. Olenek met with the County Legislative and Policy Committee (CLPC) and is actively seeking enhanced funding for the Local Health Protection Grant (LHPG); supporting our core programs. The CLPC will consider adding the LHPG to their state legislative agenda next week for FY2017. Ms. Olenek and Ms. Maragos may go to Washington on behalf of Will County to meet with Federal lobbyists asking for much needed support for keeping expanded Medicaid and Health Department and Community Health Center additional funding.

New Health Department Building (ADM)

- The Capital Improvements Committee asks a BOH member be part of the committee for selecting the A/E firm for the new Health Department building for purposes of discussing the planning process and architectural designs.
- A Board sub-committee was formed for input regarding the new health department's vision, needs, and design layout. The members will include: Chief Forsythe, Dr. Terrell, Mr. Cicero, and Ms. Winfrey. The name of the sub-committee will be decided at a later date.
- Ms. Olenek, Mr. Thorne, and Ms. Bilotta will tour the Kendall County Health Department's relatively-new building January 19th for aesthetic and design ideas for the new HD building.

State of the Agency (ADM)

Ms. Olenek will present the agency's first-annual State of the Agency address January 20th. The purpose of this gathering is "togetherness, reflection, and future goals." All agency staff and board members are welcome. This gathering will take place every January from this point forward. Ms. Olenek's script will be posted on the website and intranet.

Executive Session Re Employment/Legal Matters – None

Approval of Personnel Status Report for The Will County Health Department

Moved: (Dr. Terrell, second Mr. Cicero) to approve all personnel change(s) for the Will County Health Department for the month of January 2017.

Motion carried

Board Members' Comments/Concerns

Chief Forsythe commented on the proposed psychiatric hospital in Will County. Chief Forsythe noted this is a great welcome to the county and looking forward to working with the Silver Cross system. Dr. Terrell echoed Chief Forsythe's sentiments.

Mr. Zelko acknowledged the efforts of Ms. Maragos and Dr. Byrd for working with Presence St. Joseph's Medical Center (SJMC) getting physician hospitalists privileges to work at their hospital for our CHC patients to deliver at Presence SJMC.

ADJOURNMENT

At 4:01p.m. a motion was made by (Chief Forsythe and seconded by Mr. Gould) to adjourn the meeting.

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

By: 
Stephanie Baskin, Executive Assistant
Will County Health Department