



**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
JANUARY 15, 2020**

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 PRESENT

MEMBERS PRESENT

James Zelko, President
Billie Terrell, PhD., Vice President
John Cicero, Secretary
Donald Gould
Paul Hertzmann
Gary Lipinski, M.D. (arrived at 3:02p)
Teena Mackey
George Pitsilos, M.D.
Edgar Ramos, PsyD.
Nanci Reiland
Scott Soderquist, D.D.S.
Denise Winfrey

MEMBERS ABSENT

STAFF PRESENT

Susan Olenek, Executive Director
Stephanie Baskin, Executive Assistant, Administration
Elizabeth Bilotta, Assistant Executive Director, Administration
Steve Brandy, Media Services Manager, Administration (arrived at 3:44p)
Anthony Melei, Director ITT, Administration
Denise Bergin, Director of Grants Management & Finance, Administration
Katie Weber, Program Coordinator, Emergency Preparedness & Response
Mary Maragos, Chief Executive Officer, Community Health Center
Scott DuBois, PhD., Program Coordinator, Behavioral Health
Thomas Casey, Division Director, Environmental Health
Georgia VanderBoegh, Division Director, Family Health Services
Cindy Jackson, Program Coordinator, Family Health Services

OTHERS PRESENT

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

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

Mr. Zelko welcomed everyone to the meeting, including Lewis University nursing students. Mr. Zelko informed the audience public comments can be made at the end of the meeting.

EXECUTIVE DIRECTOR'S COMMENTS

Ms. Olenek welcomed everyone to the meeting after the holiday season.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved: (Mr. Gould second Dr. Terrell) to approve the December 18, 2019 Regular Session minutes as presented with the correction to page two (Treasurer's Report & Department Financial Reports), change November 31, 2019 to November 30, 2019.

Motion carried

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

The monthly statement from the Treasurer ending December 31, 2019 showed a balance of \$8,831,034.10.

- The Schedule of Revenue for the month of December was reviewed and discussed showing agency revenue at 9% for the fiscal year.
- The Expense Report for the month of December was reviewed and discussed showing agency expenditures at 6.5% for the fiscal year.

Moved: (Dr. Terrell, second Mr. Cicero) 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 Chief Executive Officer, Chief Medical Officer, Division Directors, Emergency Response Coordinator, and Media Services Manager.

Administrative Services (Presented Monthly Reports for December)

- Report of activities were provided in the packet for the Board's review.
- Ms. Bilotta made brief comments regarding the resolutions presented later in the agenda.

Behavioral Health Programs (Presented Monthly Reports for December)

- Report of activities were provided in the packet for the Board's review.
- Dr. Troiani reported for the month of December, BH received \$249,000 in deposits.
- Ms. Olenek asked Dr. Troiani to expound on item number three (3) in his report regarding the decrease in patient no-shows. Brief discussion ensued.

Chief Executive Officer – CHC (Presented Monthly Reports for December)

- Report of activities were provided in the packet for the Board's review.
- Ms. Maragos reported Dr. Kathleen Burke and Dr. Jennifer Byrd were in attendance at Governor's State University regarding the Substance Use Disorder Recovery Coaches collaboration. Dr. Burke received a grant for Recovery Coaches and the CHC is working with her for one at the CHC.
- Mr. Zelko acknowledged the efforts working with the Adult Detention Facility regarding Tele-Psychiatry treatment. Brief discussion ensued.
- Ms. Maragos shared Dr. Byrd is working with the Emergency Department Physicians at St. Joseph's helping with medication assisted treatment for patients.

Chief Medical Officer – CHC (Presented Monthly Reports for December)

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

Environmental Health (Presented Monthly Reports for December)

- Report of activities were provided in the packet for the Board's review.
- Mr. Casey provided payment and collection updates for the FY2020 Food, Septic, and IMS programs.
- Mr. Casey reported EH was notified by IDPH if staff personnel can assist accompanying them at a Senior Facility in Bolingbrook to check the facility for a potential outbreak for Legionnaire's Disease. Mr. Casey and Mr. Alpesh Patel are working together on this case.

Family Health Services – (Presented Monthly Reports for December)

- Report of activities were provided in the packet for the Board’s review.
- Ms. VanderBoegh reported as of December 10th, FHS was awarded a grant by the Northwestern University Institute for Sexual and Gender Minority Health and Well-being in the amount of \$40,000 over two-years.
- Ms. VanderBoegh reported as of December 11th, FHS was awarded \$100,000 for the continuation of the Adolescent Health Grant.

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

- Report of activities were provided in the packet for the Board’s review.
- Ms. Weber updated the Board on an upcoming full scale exercise.

Media Services (Presented Monthly Reports for December)

- Reports of press releases and media coverage were provided in the packet for the Board’s review.
- ↓ Mr. Cicero stated he was pleased with the press release regarding the six Bi-Lingual doctors at the CHC that was included in the packets and distributed via social media and the website.

OLD BUSINESS

NEW BUILDING UPDATE (ADM)

- Ms. Olenek provided updates for the new building move including:
 - Move meeting discussions
 - Discussions with the moving company
 - Lighting schedules
 - Key and card access
 - Policies and forms
 - Emergency plans
 - Phase 3 and 4 for parking
 - Artwork updates
- The management team will be participating in the tour January 24th.
- Ms. Olenek asked the Board to consider not having a March meeting, resuming in April. This is due to the time constraints of the move. SAO McGrath suggested to bring the request back to the February meeting for formal approval.

UPDATE ON MERIDIAN 340B CLAIM (CHC)

Per the Board’s request from the December meeting, Ms. Olenek was asked to put together and present an executive summary, summarizing the historical timeline and remedies from the State’s Attorneys’ Office regarding Meridian Health. After discussions ensued, it was decided to keep this subject on the agenda until the unpaid claims issue is resolved.

NEW BUSINESS

RESOLUTION #20-01 SURPLUS EQUIPMENT (ADM)

Moved: (Mr. Gould second Ms. Winfrey) WCHD requires disposal of surplus items from Family Health Services, Administration, Behavioral Health Services, and Environmental Health that are obsolete and/or not working. The Board of Health approves the disposal and/or recycling.

Motion Carried

RESOLUTION #20-02 PURCHASE OF 2020 FORD TRANSIT CONNECT CARGO VAN (ADM)

Moved: (Ms. Winfrey second Mr. Gould) The Will County Health Department relies on our courier to carry out many mission-critical tasks for the agency and the Will County TB Clinic. Roesch Ford will deliver a 2020 Ford Transit Connect XL LWB Cargo Van under the Suburban Purchasing Cooperative’s Governing Board Contract #190 to this Department. The Board of Health approves the payment of an amount not to exceed \$25,000.00 to Roesch Ford.

Motion Carried

RESOLUTION #20-03 PURCHASE OF DENTAL EQUIPMENT AND SUPPLIES (CHC)

Moved: (Mr. Gould second Ms. Winfrey) The CHC received a Notice of Award from HSRA for Oral Health Infrastructure. The Schick Sensor is one of several pieces of x-ray dental equipment that will integrate with our existing dental software. The Board of Health approves the payment of an amount not to exceed \$17,000.00 to Patterson Dental.

Motion Carried

RESOLUTION #20-04 NOMAD HEALTH CLINICAL STAFF PAYMENT (CHC)

Moved: (Ms. Winfrey second Mr. Gould) Numerous budgeted provider positions were vacant at the CHC. From time to time we have enlisted the assistance of a recruitment and placement firm for filling these vacancies. The Board of Health approves the payment of \$10,000 to Nomad for the placement of one of our current Pediatric physicians working in the CHC.

Motion Carried

PROVIDER PAY SCALE (ADM)

Ms. Olenek brought back the provider pay schedule for the CHC providers in order to be more successful with recruitment and retention for formal approval per the discussion at the December meeting.

Moved: (Mr. Cicero second Dr. Terrell) to approve the Provider Pay Schedule as presented including the compensation adjustments.

Motion carried

EXEMPT STAFF PAY SCALE (ADM)

Ms. Olenek brought back the updated exempt pay schedule per the discussion at the December meeting.

Moved: (Ms. Winfrey second Ms. Reiland) to approve the Exempt Staff Pay Schedule as presented including the compensation adjustments.

Motion carried

MEDICAL & CO ADVISOR AGREEMENT RENEWAL (ADM)

Ms. Olenek presented the renewal agreement between WCHD and Southwest Infectious Disease Associates, including annual compensation language for a (3) year term.

Moved: (Dr. Terrell, second Mr. Cicero) To approve the agreement renewal Southwest Infectious Disease Associates.

Motion Carried

MASTER SERVICE AGREEMENT BETWEEN WCHD & ILLINI CARE HEALTH PLAN INC. (FHS)

Ms. Olenek passed around (2) copies of the 84-page agreement to the Board members. Discussions ensued regarding the history and purpose for the agreement. Illinicare and DCFS continue to work on clarifying the Master Service Agreement's language. Illinicare representatives have given conflicting information about transferring to Illinicare or to HealthWorks Lead Agency. We are awaiting clarification about which children will continue to receive Medical Case Management from WCHD.

Moved: (Dr. Terrell, second Ms. Reiland) To enter into the agreement contingent upon approval from the State's Attorney's Office with options to bring back the approved document in either February or by June.

Motion Carried

EXECUTIVE SESSION RE: EMPLOYMENT/LEGAL MATTERS – NONE

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT

Moved: (Dr. Terrell, second Ms. Winfrey) to approve all personnel changes for the Will County Health Department for the month January.

Motion Carried

BOARD MEMBERS' COMMENTS/CONCERNS – NONE

PUBLIC CONCERNS AND COMMENTS – NONE

ADJOURNMENT

At 4:10p.m. a motion was made by (Mr. Cicero, second by Dr. Soderquist) to adjourn the meeting.

By: _____


John Cicero, Secretary
Will County Board of Health

By: _____


Stephanie Baskin, Executive Assistant
Will County Health Department