



**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
OCTOBER 21, 2020**

IN ACCORDANCE WITH EXECUTIVE ORDER 2020-07 ISSUED BY GOVERNOR PRITZKER, THIS MEETING IS HELD VIRTUALLY VIA MICROSOFT TEAMS APP. WILL COUNTY BOARD OF HEALTH MEMBERS WILL BE ATTENDING THE MEETING REMOTELY AND THE GENERAL PUBLIC IS STRONGLY ENCOURAGED TO DO THE SAME.

The monthly meeting of the Board of Health held via virtual conference call was called to order at 3:01 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.
Teena Mackey
George Pitsilos, M.D.
Nanci Reiland
Scott Soderquist, D.D.S.
Margaret Tyson

MEMBERS ABSENT

Paul Hertzmann
Edgar Ramos, PsyD.

STAFF PRESENT

Susan Olenek, Executive Director
Elizabeth Bilotta, Assistant Executive Director, Administration
Stephanie Baskin, Executive Assistant, Administration
Denise Bergin, Director of Grants Management & Finance, Administration
Stacey Knack, Program Coordinator, Human Resources
Steve Brandy, Media Services Manager, Administration
Anthony Melei, Director ITT, Administration
Katie Weber, Program Coordinator, Emergency Preparedness & Response
Barb Agor, Emergency Preparedness Specialist, Emergency Preparedness & Response
Joseph Troiani, PhD., Division Director, Behavioral Health
Armando Reyes, Regulatory Compliance Manager, Behavioral Health
Mary Maragos, Chief Executive Officer, Community Health Center
Jennifer Byrd, M.D., Chief Medical Officer, Community Health Center
Scott DuBois, Program Coordinator, Behavioral Health
David Delrose, Mental Health Counselor, Behavioral Health & AFSCME President Local 1028
Thomas Casey, Division Director, Environmental Health
Trisha Kautz, Program Coordinator, Environmental Health Lab
Georgia VanderBoegh, Division Director, Family Health Services
Alpesh Patel, Program, Coordinator, Family Health Services
Cindy Jackson, Program Coordinator, Family Health Services

OTHERS PRESENT

Dan McGrath, Assistant State's Attorney
Marie Lindsay, Governing Council, Chairman
Kathleen Burke, PhD., Director of Substance Use Initiatives, County of Will
Mike Fricilone, Minority Leader, District 7, County Board
Joel VanDuyne, District 6, County Board
Mike Shay, ICT Director, County of Will
Steve Rauter, Executive Director of WESCOM, Chairman of Will County 9-1-1
Pam Buzan, Deputy Director, WESCOM
Alderman Ben Dietz, City of Wilmington

1ST RESPONDERS

Police Robert Dykstra, Rockdale P.D.
Police Chief Phillip Arnold, Wilmington P.D.
Police Chief Aaron Klima, Shorewood P.D.
Police Chief Mike Rompa, Bolingbrook P.D.
Police Chief Shane Casey, Channahon P.D.
Police Chief John Burica, Frankfort P.D.
Police Chief John Konopek, Plainfield P.D.
Police Chief Fred Hayes, Elwood P.D.
Fire Chief John Stratton, Plainfield F.D.
Fire Chief, Barry Eggers, Braidwood F.D.
Fire Chief Todd Friddle, Wilmington F.D.
Fire Chief Jeff Snyder, Moline F.D.
Fire Chief John O'Connor, Lockport F.D.
Fire Chief Chris Locacius, Homer Glen F.D.

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

Mr. Zelko addressed the email(s) sent to Ms. Olenek from Chief John Konopek and Chief Shane Casey in regard to Resolution #20-51 First Responder Information Sharing. Mr. Zelko asked the Board to have the letter readily available to discuss momentarily. Mr. Zelko mentioned after the approval of the minutes and Treasurer's report, item (C.) under New Business be moved up for discussion.

EXECUTIVE DIRECTOR'S COMMENTS

Ms. Olenek reminded the Board if they have not received flu shots to call the Immunization's department to schedule an appointment.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved: (Mr. Cicero second Dr. Terrell) to approve the September 16, 2020 Regular Session minutes as presented.

Motion carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

- The monthly statement from the Treasurer ending September 30, 2020 showed a balance of \$11,562,174.16.
- The Schedule of Revenue for the month of September was reviewed and discussed showing agency revenue at 83% for the fiscal year.
- The Expense Report for the month of September was reviewed and discussed showing agency expenditures at 69.1% for the fiscal year.

Moved: (Dr. Terrell, second Ms. Reiland) to approve the Treasurer's Report and Department Financial Reports for the month of September as presented.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION ON FIRST RESPONDER DISSEMINATION

RESOLUTION #20-51 FIRST RESPONDER INFORMATION SHARING (ADM) - TABLED

Mr. Zelko noted no vote will take place regarding this topic and the resolution will be tabled until the next Board meeting; also mentioned we will continue the same information-sharing practice until the next meeting.

Mr. Zelko requested the following items be provided to the BOH: **1.** Legal opinion from the State's Attorney addressing the legality of providing the information. **(i.)** The personal liability issues brought forth by staff who have been providing the information for dissemination. **2.** Mr. Zelko requested Ms. Olenek meet with the 1st responders (virtually) to provide feedback regarding the handling of this issue. **3.** Mr. Zelko asked Ms. Olenek to reach out to Harold Damron, EMA Director to receive his feedback regarding this issue. Mr. Cicero echoed Mr. Zelko's sentiments.

County of Will leadership, County Board members, First Responders, the HD leadership, and BOH members discussed and addressed various concerns regarding stopping the practice of providing information to First Responders throughout Will County. During discussions, the following issues were mentioned:

- ✚ The struggles in the First Responder community to ensure they are not only providing the same, or even additional services provided prior to the Pandemic to all those affected by this virus.
- ✚ Village Stakeholders, and Village officials relying on the raw data numbers (not addresses, just the numbers) to disseminate in numerous Situational Reports during the course of a week.
- ✚ What will the vaccine roll-out look like as it impacts distribution sites, security concerns, etc.?
- ✚ How is the information disseminated to the first responder community? How long is the address in the database?

The main sentiment from the first responder community is the information the HD provides is very helpful to them in many ways. It is important the first responder community and all presented at the meeting were requesting information continue being shared.

Moved: (Ms. Mackey second Ms. Tyson) After discussions with First Responders and various County of Will officials, the Board requests to table this discussion until the next Board meeting. The Board asked Ms. Olenek to reach out and meet with the 1st responders regarding a solution to the sharing of positive COVID-19 cases to the First Responder community before the next Board meeting.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

First Responders / Other County of Will Leadership Exited the Meeting at 3:48p.m.

REPORTS FROM DIVISIONS

Reports were provided in the packet by the Executive Director, Chief Executive Officer, Division Directors, EP&R Program Coordinator, and Media Services Manager.

Administrative Services (Presented Monthly Reports for the month of October)

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

Behavioral Health Programs (Presented Monthly Reports for the month of October)

- Report of activities were provided in the packet for the Board's review.
- Dr. Troiani reported as of October 21st, BH has collected \$174,000 in deposits.

Chief Executive Officer – CHC (Presented Monthly Reports for the month of October)

- Report of activities were provided in the packet for the Board's review.
- Ms. Maragos emphasized to the Board, the CHC now has a linkage agreement between the CHC and Amita St. Joseph's Medical Center, which will be presented later on the agenda. Ms. Maragos noted this collaboration was long-overdue and thanked Dr, Lipinski for his assistance.

Environmental Health (Presented Monthly Reports for the month of October)

Mr. Casey reported on the following topics below:

- EH staff is back to full staff from quarantine.
- EH continues working on COVID-related complaints and has handled over 350 COVID complaints since March regarding food service and outdoor events.
- Mr. Casey provided West Nile updates.
- Mr. Casey informed the Board food inspections can now resume in nursing homes.

- ✚ Mr. Cicero inquired if IDPH was conducting inspections in the Long-Term Care Facilities while the EH staff were out quarantining? Mr. Casey replied, 'No. IDPH did not handle the inspections in the interim.'

Family Health Services – (Presented Monthly Reports for the month of October)

- Reports of activities were provided in the packet for the Board's review.
- Ms. VanderBoegh noted a new reporting data sheet is included in the packet under the "Stats" section. Ms. VanderBoegh inquired if the Board was okay with the new format? The new data sheet would be included in the December packet. The Board was okay with the new format.

Emergency Preparedness and Response (EP&R) (Presented Monthly Reports for the month of October)

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

Media Services (Presented Monthly Reports for the month of October)

- Mr. Brandy updated the Board on past/upcoming events scheduled.
- Mr. Brandy reported on daily and weekly tasks he has scheduled.
- Mr. Brandy noted up-to-date content is continuously added to the website (which we now have an updated look thanks to Brent Moats, Moartzart), Facebook, and Twitter pages regarding COVID-19.
- Mr. Brandy was on WJOL disseminating information about the flu shots, immunizations, and the possible new mitigations being set forth by Governor Pritzker.

OLD BUSINESS

COVID-19 RESPONSE (ADM)

Ms. Olenek mentioned in addition to the COVID-19 response update, additional topics were included in her narrative:

1. The Governor has started back daily press conferences on television. <https://www.dph.illinois.gov/> also has the full version of the conferences on their website.
2. We have not received the BinaxNOW shipment (antigen rapid test). The amount is unknown at this time.
3. Will, Kane, Kankakee, and DuPage counties will go back to tier-1 restrictions as of October 23rd.
4. Today we received the draft of the Mass Vaccination Plan from IDPH. This document allows for comments / feedback to be provided back to IDPH. Ms. Weber has been working on the document with IDPH. Ms. Olenek noted she has advanced the document throughout the department for feedback.

- ✚ Mr. Cicero inquired if the COVID vaccine will require 2 shots? Ms. Olenek replied she does not have information regarding those details and asked Mr. Patel to provide further guidance. Mr. Patel noted the CDC is in phase 3 with four (4) different candidates; no recommendations have been set forth regarding the dosages at this time. Ms. Weber mentioned after recent discussions with IDPH, we should plan for the 2-shot vaccine that will need to be temperature controlled.

NEW BUILDING UPDATE (ADM)

Ms. Bilotta provided updates for the new building including:

- Parking lot updates.
 - Working through the punch list with Kluber, Leopardo, and Midwest Furniture.
 - Wayfinding signs will be addressed after completion of the parking lot.
- ✚ Mr. Cicero inquired if the fence along Neal will remain? Ms. Bilotta noted, it will be removed.

NEW BUSINESS

RESOLUTION #20-49 SURPLUS EQUIPMENT (ADM)

Moved: (Dr. Terrell second Dr. Lipinski) The HD requires disposal and recycling of office equipment, phone equipment, copiers, electronics, televisions, routers and switches, computer related items, and other miscellaneous items from the CHC, Family Health Services, Administration, Behavioral Health and Environmental Health. The Board of Health approves the disposal and/or recycling.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION #20-50 APPROPRIATION OF FY2021 BUDGET (ADM)

Moved: (Dr. Terrell second Mr. Cicero) The FY2021 budget has been presented and reviewed by the Board of Health. The final revised FY2021 budget for the General Operating Fund (207) is balanced for revenues and expenditures. The Board of Health hereby adopts the Will County Health Department's FY2021 Operations budget appropriations.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION #20-52 REPLACEMENT OF MOBILE GENERATOR UNIT (CHC)

Moved: (Dr. Terrell second Ms. Reiland) The CHC received a Notice of Award from HSRA for CARES funding. The installation of one (1) 12.0 HDKCD Generator and one (1) 8 HDKAU Generator will replace the existing generator system in the Mobile Health Unit. This will allow the CHC to continue and expand mobile operations. The Board of Health approves the payment of an amount not to exceed \$50,000 to Chandler Services Inc., Mokena, Illinois.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION #20-53 PURCHASE OF MINOR REMODEL AT EBO (CHC)

Moved: (Ms. Mackey second Mr. Cicero) WCHD and CHC occupy space at 5601 Monee-Manhattan Road, Monee. The CHC is in need of a biowaste room and additional counter space and cabinets in one office. The CHC has obtained funding for this project from COVID-19 Medicaid CARES grant. The Board of Health approves the remodel to begin after December 1, 2020 with approval for payment of an amount not to exceed \$16,000 to Dependable Building Maintenance Inc.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION #20-54 PURCHASE & INSTALLATION OF SIGNS FOR CHC (CHC)

Moved: (Dr. Terrell second Ms. Reiland) The CHC obtained an Illinois Capital Development Grant in 2014 but the project was unfunded under Governor Rauner's administration and refunded under Governor Pritzker. The CHC is in need of a new entry way sign at the 1106 Neal location; and the HD NBO location is in need of signs at entrances and around the building. The Board of Health approves the payments for both sign projects of an amount not to exceed \$51,000 to Signs By Tomorrow.

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION #20-55 HYPER-V SERVER (FHS)

Moved: (Dr. Terrell second Mr. Cicero) The Will County Health Department has received grant funding for COVID-19 Contact Tracing – 2020 grant Contract #05180194H. The Hyper-V server is required for continued support of the Contact Tracing personnel and equipment. CDWG holds the Illinois State Procurement contract for the purchase of HP equipment. The Board of Health approves the purchase of an HPDL380 Server not to exceed \$13,000.

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

SUBSTANCE USE PROGRAM DASA/LICENSE (BH)

Dr. Troiani discussed the Development of a Substance Use Disorder Outpatient Treatment Program in the Division of Behavioral Health. Discussions ensued regarding the need of this program.

- ✚ The official name of the program is the **Substance Use Treatment Program**.
- ✚ We will be able to bill through the current CIS system.
- ✚ Dr. Troiani reiterated, the steps that are taking place are in his monthly report.
- ✚ The virtual CARF accreditation survey is November 16th, 17th, and 18th.
- ✚ Telehealth BH also applies to the Substance Use Treatment Program.
- ✚ Dr. Burke briefly mentioned the collaboration with BH is going great.

LINKAGE AGREEMENT

Ms. Olenek mentioned no action is to be taken at this time. The agreement included in the packet for informational purposes. Ms. Olenek and the Board wanted to give special acknowledgements to Dr. Lipinski, Dr. Byrd and Ms. Maragos for making this agreement possible.

EXECUTIVE SESSION RE: EMPLOYMENT/LEGAL MATTERS – NONE

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT

Moved: (Ms. Mackey, second by Ms. Reiland) to approve all personnel changes for the Will County Health Department for the month of October. The board also approves of a 3.5% wage adjustment for all **eligible** exempt employees effective December 1, 2020.

Motion Carried

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

BOARD MEMBERS' COMMENTS/CONCERNS


- ✚ Mr. Zelko reiterated for Ms. Olenek to reach out to the first responders' community to facilitate dialog; noting we will their assistance with the vaccinations coming in the next year.
- ✚ Dr. Terrell commented she appreciates Ms. Olenek for working with and compromising with the 1st responder's community. Also, for respecting the HIPAA laws.

PUBLIC CONCERNS AND COMMENTS – NONE

ADJOURNMENT

At 4:44 p.m. a motion was made by (Dr. Terrell, second by Dr. Lipinski) to adjourn the meeting.

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Pitsilos, "Aye," Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

By: 
John Cicero, Secretary
Will County Board of Health

By: 
Stephanie Baskin, Executive Assistant
Will County Health Department