

**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
NOVEMBER 18, 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
Nanci Reiland
Edgar Ramos, PsyD.
Scott Soderquist, D.D.S.
Margaret Tyson

MEMBERS ABSENT

George Pitsilos, M.D.

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 (arrived at 3:04p.m.)
Scott DuBois, Program Coordinator, Behavioral Health
David Delrose, Mental Health Counselor, Behavioral Health & AFSCME President Local 1028
Thomas Casey, Division Director, Environmental Health
Georgia VanderBoegh, Division Director, Family Health Services
Alpesh Patel, Program, Coordinator, Family Health Services
Cindy Jackson, Program Coordinator, Family Health Services
Nicole Garrett, Program Manager, MAPP, Family Health Services

OTHERS PRESENT

Dan McGrath, Assistant State’s Attorney
Debbie Kornacker, Governing Council, Secretary
Kathleen Burke, PhD., Director of Substance Use Initiatives, County of Will
Tom Murray, Operations Manager, Will County 9-1-1
Mike Shay, ICT Director, County of Will
Alex Zelinski, Laraway ETSB
Judy O’Galla, County Board Minority Whip
Tom Clifton, WESCOM
Anthony Marzano, Chief Administrator / CEO, Will County 9-1-1
Steve Rauter, Executive Director of WESCOM, Chairman of ETSB
Pam Buzan, Deputy Director, WESCOM
Alderman Ben Dietz, City of Wilmington

1ST RESPONDERS

Police Commander Randy Stumpf, Mokena 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.
Bradley Hertzmann, Crest Hill P.D.
Police Chief Hayward Clark, Crest Hill P.D.
Craig Gunty, Channahon P.D.
Fire Chief John Stratton, Plainfield F.D.
Fire Chief, Barry Eggers, Braidwood F.D.
Fire Chief John O’Connor, Lockport F.D.
Fire Chief Chris Locacius, Homer Glen F.D.
Fire Chief Carl Nieland, Monee F.D.
Fire Chief Michael Waterman, Crete F.D.
Fire Chief Frank Blaskey, Lockport F.D.
Deputy Chief William Dowding, Frankfort P.D.
Deputy Chief Todd Fonfara, Northwest Homer F.D.
Lt. / Paramedic Brian Gimbel, Lockport Township F.D.
Deputy Fire Chief Ed Risotto, Lockport F.D.
F.T. Lieut Scott Pucel, N.W. Homer F.D.
Jeffrey Benson, University Park, F.D.

PLEDGE OF ALLEGIANCE

PRESIDENT’S COMMENTS

Mr. Zelko welcomed everyone to the meeting. Mr. Zelko mentioned after the approval of the minutes and Treasurer’s report, Resolution #20-51 First Responder Information Sharing will be moved up for discussion.

EXECUTIVE DIRECTOR’S COMMENTS

Ms. Olenek wished everyone a Happy Thanksgiving and asked to please be mindful of the gathering size to avoid transmissions. Ms. Olenek also 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: (Dr. Terrell second Mr. Cicero) to approve the October 21, 2020 Regular Session minutes as presented.

Motion carried

Roll Call: Mr. Zelko, “Aye”, Dr. Terrell, “Aye”, Mr. Cicero, “Aye”, Mr. Gould “Aye”, Mr. Hertzmann “Aye”, Dr. Lipinski “Aye”, Ms. Mackey “Aye”, Dr. Ramos “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 October 31, 2020 showed a balance of \$10,606,827.95.
- The Schedule of Revenue for the month of October was reviewed and discussed showing agency revenue at 91% for the fiscal year.
- The Expense Report for the month of October was reviewed and discussed showing agency expenditures at 79.8% for the fiscal year.

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

Motion Carried

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

RESOLUTION #20-51 FIRST RESPONDER INFORMATION SHARING

Moved: (Mr. Hertzmann second Mr. Cicero) The Board of Health approved to remove Resolution #20-51 from table.

Motion Carried

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

County of Will leadership, First Responders, and the HD leadership held a meeting November 5th to discuss a solution for sharing positive COVID-19 cases to the First Responder community. The main concern Ms. Olenek had was the legality of providing the information and the personal liability issues of staff who have been providing the information for dissemination. After consulting with the ASA, the opinion was we will not be violating any HIPAA laws and we will be indemnified and supported by the County. The recommendation from Ms. Olenek is to continue sharing the information with the first responder community.

- ✚ Mr. Gould recommended rather than voting to discontinue, the Board remove the resolution from the agenda.
- ✚ Mr. Rauter thanked the Board for allowing the dissemination of the information to first responder community and for removing the resolution from the agenda.

Moved: (Mr. Gould second Mr. Cicero) The Board of Health approved to remove Resolution #20-51 from the agenda.

Motion Carried

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

- ✚ Mr. Zelko thanked ASA Dan McGrath for his assistance preparing the information to make the decision to share with the first responder community.

First Responders / Other County of Will Leadership Exited the Meeting at 3:20p.m.

REPORTS FROM DIVISIONS

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

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

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

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

- Report of activities were provided in the packet for the Board's review.
- Dr. Troiani reported as of this afternoon, BH completed their tri-annual CARF accreditation virtual visit. Out of 1,530 standards, CARF only had 2 recommendations. Dr. Troiani thanked Mr. Reyes for spearheading the accreditation process and staff for doing a great job.

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

- Report of activities were provided in the packet for the Board’s review.
- Ms. Maragos reported HRSA will be conducting a three-day virtual site visit December.8th – December 10th.

Chief Medical Officer – CHC (Presented Monthly Reports for the month of November)

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

Environmental Health and Lab (Presented Monthly Reports for the month of November)

- Mr. Casey thanked his staff for continuing EH operations in lieu of his absence.
- Mr. Casey reported EH continues working on COVID-related complaints and has handled over 488 COVID complaints since March regarding food service establishments.
- Mr. Casey noted 2021 Invoices have been out and payments are being processed daily for the Food, Septic, and IMS programs.
- Mr. Casey stated EH is working in conjunction with IDPH and the FDA who are conducting a multi-state foodborne investigation regarding leafy greens.
- Mr. Zelko thanked Mr. Casey’s staff for coming out to check on a potential oil spill in the creek behind his home.

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

- Reports of activities were provided in the packet for the Board’s review.
- Ms. VanderBoegh reported the contact tracing program continues to expand. FHS is now up to 65 contact tracer staff.

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

- Report of activities were provided in the packet for the Board’s review.
- Ms. Weber reported we hosted a drive-through clinic at the Northern Illinois Food Pantry and conducted flu shots in Lockport last Thursday.

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

- Mr. Brandy updated the Board on past/upcoming events scheduled.
- Mr. Brandy reported constant updates are provided regarding testing locations in Will County.
- Mr. Brandy noted the State Mobile Medical unit had plans to be in Joliet for the next couple weeks and had to change locations to another side of the park district due to traffic-control issues.
- Mr. Brandy reported after appearing on WJOL, numerous interview requests have come in regarding Governor Pritzker’s latest press conference regarding Thanksgiving gatherings.
- Mr. Cicero inquired about the Health Center’s mobile unit appointment capacity. Mr. Brandy noted their allocation is for 60 tests daily.
- Mr. Cicero asked Dr. Lipinski how is St. Joseph’s hospital bed capacity faring? Dr. Lipinski responded the hospital is full. All 112 beds are filled and so is Silver Cross’s bed capacity.
- Mr. Hertzmann inquired about the McCormick Place’s COVID-19 hospital. Dr. Lipinski mentioned the “makeshift hospital” has been dismantled. Ms. Weber mentioned all excess beds from the McCormick place are available to be sent to hospitals if requested, unfortunately there’s a staff shortage to field those requests. Brief discussion ensued.
- Ms. Tyson inquired if a mobile or stationary facility runs out of testing materials, how are customers notified where to go next? Mr. Brandy responded if they are still in line, they are notified of the days when to return. Mr. Brandy also updates the necessary websites with the information. Ms. Tyson asked if there is an app to check? Mr. Brandy noted they can check the website for detailed information.
- Mr. Zelko briefly mentioned he noticed the discrepancies for the Vital Records birth and death statistic differentials between this year’s and the previous year’s statistics.

OLD BUSINESS

COVID-19 RESPONSE

- Ms. Olenek informed the Board, Governor Pritzker has placed the State of Illinois in tier-3 restrictions; providing a brief explanation regarding his decision.
- Ms. Olenek provided COVID stats and case numbers for Will County.

- ↓ Mr. Zelko asked what's the hardest hit demographic. Ms. Olenek mentioned the demographic is expanding from more of the senior ages to the younger age groups 18+ years old. Ms. Olenek mentioned we will be adding pop-up advertisements on social media sites to try find a broader audience range.
- Ms. Olenek mentioned staff have also been hit hard by the pandemic and the leadership team are discussing different avenues to solve the staff shortages.
- Ms. Olenek provided an update regarding the BiNax test antigen tests and distribution sites.
- Discussions ensued regarding mask use and contact tracing methods.

NEW BUILDING UPDATE (ADM)

Ms. Bilotta provided updates for the new building including:

- Parking lot and landscaping updates.
- Working through the punch list with Kluber and Leopardo.
- Way-finding signs have been ordered.
- Through CARES funding, additional cameras are being added, germ barriers, temperature screening devices, and plexiglass barriers to place around the screener.

NEW BUSINESS

RESOLUTION #20-56 SURPLUS EQUIPMENT (ADM)

Moved: (Dr. Terrell second Mr. Hertzmann) 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", Mr. Hertzmann "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Ramos "Aye", Ms. Reiland, "Aye," Dr. Soderquist, "Aye," and Ms. Tyson, "Aye."

RESOLUTION #20-57 COOPERATIVE OPERATIONAL AGREEMENT (CHC)

Moved: (Dr. Terrell second Ms. Reiland) The required amendments have been made to the Cooperative Operational agreement in order to maintain compliance with Policy Information Notice (PIN) 2014-01. The Governing Council reviewed and adopted the amendments on November 20, 2020. The Board of Health approves the Cooperative Operational Agreement.

Motion Carried

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

RESOLUTION #20-58 FOOD ESTABLISHMENT SANITATION ORDINANCE (EH)

Moved: (Mr. Gould second Mr. Cicero) Revisions have been made to the current Will County Food Establishment Sanitation Ordinance in relation to two fee increases. The current revisions reflect the needed changes for enforcement to this ordinance, effective January 1, 2021. The Board of Health approves this revision to the Will County Food Establishment Sanitation Ordinance.

Motion Carried

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

RESOLUTION #20-59 IPLAN AND THE ORGANIZATION CAPACITY ASSESSMENT ADOPTION (FHS)

Moved: (Dr. Terrell second Ms. Mackey) The WCHD has completed the requirements for the Illinois Project for Local Assessment of Needs (IPLAN). The Board of Health acknowledges that the Organization Capacity Self-Assessment was conducted and reviewed. The Board of Health accepts the updated IPLAN and the Organization Capacity Assessment.

- ↓ Ms. Garrett presented and discussed the IPLAN PowerPoint presentation to the Board. Mr. Zelko, Mr. Cicero, And Dr. Terrell congratulated Nicole on putting together this comprehensive data regarding the County.

Motion Carried

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

SUBSTANCE USE PROGRAM DASA/LICENSE (BH)

Dr. Burke noted the Program Manager position has been posted. Dr. Burke applauded the staff for their hard work and dedication for the roll-out of this program while working on the CARF accreditation. Dr. Burke added one of the funding streams she manages has been able to provide rapid distribution of Naloxone with an additional \$300,000 in funding to be spent by December 31st; a warehouse will be need for storage.

Dr. Troiani mentioned a candidate is being selected for the Program Manager position. Dr. Burke suggested including a more diverse staff when hiring for management positions. Dr. Troiani responded he appreciated her feedback but the BH management staff is very diversified at the moment; Dr. Burke has not had the chance to meet the whole BH management team.

COUNTY CARES FUNDING

Ms. Olenek noted the HD has taken advantage of the additional funds and has requested between \$300,000-400,000 for (i.e. security cameras, transport van, signage at branch offices, additional technology & software, diagnostic assessment testing for BH, etc.). Ms. Olenek will update the Board when a decision is made from the County.

EXECUTIVE SESSION RE: EMPLOYMENT/LEGAL MATTERS – NONE

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT

Moved: (Dr. Terrell, second by Mr. Hertzmann) to approve all personnel changes for the Will County Health Department for the month of November.

Motion Carried

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

BOARD MEMBERS' COMMENTS/CONCERNS

- Ms. Tyson inquired if the Board packet can be included on the website prior to the meetings. Mr. Melei mentioned the County uses a specific program to upload the packets. We will look into their software program design.
- Dr. Terrell commented she appreciated Ms. Olenek for working and compromising with the 1st responder's community.

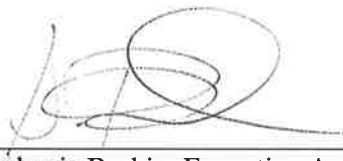
PUBLIC CONCERNS AND COMMENTS – NONE

ADJOURNMENT

At 4:59 p.m. a motion was made by (Dr. Terrell, second by Mr. Cicero) to adjourn the meeting.

Roll Call: Mr. Zelko, "Aye", Dr. Terrell, "Aye", Mr. Cicero, "Aye", Mr. Gould "Aye", Mr. Hertzmann "Aye", Dr. Lipinski "Aye", Ms. Mackey "Aye", Dr. Ramos "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