



**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
MARCH 20, 2019**

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, Ph.D., Vice President
John Cicero, Member-At-Large, Interim Secretary
Donald Gould
Gary Lipinski, M.D
George Pitsilos, M.D. (arrived at 3:14pm)
Edgar Ramos, PsyD
Denise Winfrey (arrived at 3:07pm)

MEMBERS ABSENT

Nanci Reiland
Scott Soderquist, D.D.S.
Edward Zabrocki

STAFF PRESENT

Susan Olenek, Executive Director
Elizabeth Bilotta, Director of Administrative Services
Stephanie Baskin, Executive Assistant, Administration
Steve Brandy, Media Services Manager, Administration
Denise Bergin, Grants Management & Finance Director, Administration
Stacey Knack, Program Coordinator, Human Resources
Anthony Melei, ITT Director, Administration
Katie Weber, Program Coordinator, EP&R
Barb Agor, EP&R Specialist, EP&R
Joseph Troiani, Ph.D, Division Director, Behavioral Health
David Delrose, Mental Health Counselor, Behavioral Health & AFSCME President Local 1028
Mary Maragos, Chief Executive Officer, Community Health Center
Jennifer Byrd, M.D., Chief Medical Officer, Community Health Center (arrived at 3:02pm)
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
Christopher Wise, Assistant State's Attorney
Marie Lindsey, Governing Council Chair

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

- ✚ Mr. Zelko welcomed everyone to the meeting and introduced the newest board member Dr. Edgar Ramos, Director of Psychological Services, Family Behavioral Health Clinic. Mr. Zelko thanked Dr. Troiani for recommending Dr. Ramos for the Board position.
- ✚ Mr. Zelko mentioned recruitment continues for a Board Secretary. Mr. Zelko sought legal counsel from Mr. McGrath regarding the process going forward to fill the position. Mr. McGrath noted a volunteer coming forth would be ideal, but the other option would be to nominate a member. Mr. Zelko noted he will proceed with the SA's recommendation at the next board meeting.

EXECUTIVE DIRECTOR'S COMMENTS

- ✚ Ms. Olenek pointed out the new logo's appearance is now applied on our documentation.
- ✚ Ms. Olenek asked the board members to check their emails for the MAPP Forces of Change assessment; feedback is appreciated.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved: (Dr. Terrell second Mr. Gould) to approve the February 20, 2019 Regular Session minutes as presented.

Motion carried

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

- The monthly statement from the Treasurer ending February 28, 2019 showed a balance of \$6,391,845.09.
- The Schedule of Revenue for the month of February was reviewed and discussed showing agency revenue at 16% for the fiscal year.
- The Expense Report for the month of February was reviewed and discussed showing agency expenditures at 17.6% for the fiscal year.
- The Capital Improvement Fund report was discussed for the month of February showing activity with an ending balance of \$6,547.71.

Moved: (Mr. Gould, second Mr. Cicero) to approve the Treasurer's Report and Department Financial Reports for the month of February 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 February)

- Report of activities were provided in the packet for the Board's review.
- Ms. Bilotta mentioned Pat Thorne, Facilities Manager is retiring after 22 years of service. Ms. Bilotta invited the Board members to the retirement party March 28th in the WCHD's Community Room.
- ✚ Mr. Gould asked Ms. Bilotta to elaborate on the Kronos Workforce Activities module. Ms. Olenek asked Ms. Bergin to explain the module. Ms. Bergin noted the pilot is currently being rolled out and provided a brief explanation regarding the module and purpose.

Behavioral Health Programs (Presented Monthly Reports for February)

- Report of activities were provided in the packet for the Board's review.
- Dr. Troiani reported as of March 20th, BH received \$150,989.82 in deposits for MCO (Managed Care Organizations).

- Dr. Troiani mentioned legislation is moving forward regarding HB2486 which includes a four-year plan to increase Medicaid Mental Health reimbursement rates. Brief discussion ensued.
- Dr. Troiani mentioned he attended the groundbreaking for the new Mental Health Treatment Center for the Department of Corrections. This is a 200 bed “adults only” facility located on McDonough Street.

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

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

- ✚ Mr. Zelko inquired about the status of the Dental Van? Ms. Maragos mentioned the Dental Van is currently under repair and should be available within the next week.
- ✚ Mr. Zelko asked if Wal-Mart withdrawing from the 340B program has any effect on the CHC’s revenue. Ms. Maragos yes. Ms. Maragos noted unfortunately, an agreement was not able to be reached between us and McKesson.

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

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

Environmental Health (Presented Monthly Reports for February)

- Report of activities were provided in the packet for the Board’s review.
- Mr. Casey updated the Board regarding fees collected for the EH food, sewage, and swimming programs.
- Mr. Casey reported EH is conducting interviews with interns for the Swimming and Vector Control program
- ✚ Mr. Zelko thanked Mr. Casey for including information in the packet for the XRF machine used for lead detection. Brief discussion ensued.

Family Health Services – (Presented Monthly Reports for February)

- Report of activities were provided in the packet for the Board’s review.
- Ms. VanderBoegh briefly discussed the food access map flier included in the packet.
- Ms. Jackson mentioned a website was created to connect Will County residents to local food sources. The website is <https://arcg.is/1uiXCi>.

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

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

Media Services (Presented Monthly Reports for February)

- Reports of press releases and media coverage were provided in the packet for the Board’s review.
- Mr. Brandy and Amanda Musgrove spoke at Joliet Central High School’s 10th grade health class regarding careers in Public Health.
- Mr. Brandy noted National Public Health Week is April 1st – 7th.

OLD BUSINESS

NEW BUILDING UPDATE

- ✚ Ms. Olenek provided construction updates for the new building. Ms. Olenek reminded the board they can view the live footage online as well.
- ✚ Ms. Olenek mentioned discussions with the vendor for the office furniture continues. An equipment list is being drafted for the County of items we will keep or dispose of.

NEW BUSINESS

RESOLUTION #19-09 LARVICIDE PURCHASE (EH)

Moved: (Ms. Winfrey second Dr. Terrell) Part of the 2019 Vector Surveillance and Control Grant Program being conducted by the Environmental Health Division includes the distribution of mosquito larvicide. The Board of Health approves the purchase of up to seventy-five (75) cases of Altosid XR Ingot larvicide for a total cost (not to exceed) \$75,000.

Motion Carried

RESOLUTION #19-10 MASTER SERVICE AGREEMENT WITH STERICYCLE INC. (ADM)

Moved: (Mr. Cicero second Mr. Gould) the Will County Health Department (WCHD) and Will County Community Health Center (WCCHC) requires proper disposal of our biohazardous regulated medical waste located in Joliet, Bolingbrook and Monee.

✚ Mr. McGrath noted the contract is in final negotiations. Mr. McGrath asked if the resolution be approved contingent upon the approval from the State’s Attorney office.

The Board approves the agreement to be signed after the appropriate language is added to the contract with approval from the State’s Attorney’s office.

Motion Carried

RESOLUTION #19-11 CHICAGO BILLBOARDS AGREEMENT (EH)

Moved: (Ms. Winfrey second Mr. Gould) The Environmental Health Division has funds available in their FY19 Vector Surveillance and Control Grant. An advertisement promoting the Vector Surveillance and Control campaign will run for 12 weeks consisting of one-10 second slot every 80 seconds 24-hours per day at seven locations is planned throughout Will County. The Board of Health approves the payment of an amount not to exceed \$10,650 to Chicago Billboards.

Motion Carried

UDS REPORT 2018 (CHC)

Mr. Zelko asked the members to look at the UDS report included in the packet at their convenience.

NBO LEASE RENEWAL (ADM)

Ms. Bilotta discussed the terms and conditions of the current NBO lease and the lease renewal. Ms. Bilotta noted a 180-day notice will need to be provided to the landlord by May. Discussions ensued.

LOGO AND BRANDING CAMPAIGN (ADM)

Ms. Olenek discussed the logo and branding document included in the packet and noted we are in the formal process of rolling out the new logo.

EXECUTIVE SESSION RE: EMPLOYMENT/LEGAL MATTERS – NONE

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT

Moved: Dr. Terrell, second Dr. Pitsilos) to approve all personnel changes for the Will County Health Department for the month of March.

Motion Carried


✚ Ms. Olenek thanked Ms. Maragos and Dr. Byrd for their efforts in recruitment for Provider positions.

BOARD MEMBERS’ COMMENTS/CONCERNS – NONE

ADJOURNMENT

At 3:54 p.m. a motion was made by (Dr. Terrell and seconded by Ms. Winfrey) to adjourn the meeting.

By: 
John Cicero, Interim Secretary/Member At Large
Will County Board of Health

By: 
Stephanie Baskin, Executive Assistant
Will County Health Department