



**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
JUNE 19, 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 3:05 P.M., Mr. Zelko, President presiding.

ROLL CALL/ QUORUM PRESENT

MEMBERS PRESENT

James Zelko, President
Billie Terrell, PhD., Vice President (arrived at 3:07pm)
John Cicero, Member-At-Large, Acting Secretary
Gary Lipinski, M.D
George Pitsilos, M.D.
Edgar Ramos, Psy.D.
Scott Soderquist, D.D.S.
Denise Winfrey

MEMBERS ABSENT

Donald Gould
Nanci Reiland

STAFF PRESENT

Susan Olenek, Executive Director
Elizabeth Bilotta, Director of Administrative Services
Stephanie Baskin, Executive Assistant, Administration
Steve Brandy, Media Services Manager, Administration
Anthony Melei, Director ITT, Administration
Denise Bergin, Grants Management & Finance Director, Administration
Joseph Troiani, PhD., Division Director, Behavioral Health
Scott DuBois, PhD., Program Coordinator, Behavioral Health
Armando Reyes, Regulatory Compliance Coordinator, Behavioral Health
Jennifer Byrd, Chief Medical Officer, Community Health Center
Thomas Casey, Division Director, Environmental Health
Trisha Kautz, Lab Program Coordinator, Environmental Health
Georgia VanderBoegh, Division Director, Family Health Services
Cindy Jackson, Program Coordinator, Family Health Services
Nicole Garrett, Program Manager, Family Health Services

OTHERS PRESENT

Dan McGrath, Assistant State's Attorney
Christopher Wise, Assistant State's Attorney
Vernice Warren, Governing Council Vice Chair (arrived at 3:07pm)

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

Mr. Zelko welcomed everyone to the meeting; noting we will not meet in July, the next Board meeting will resume in August.

EXECUTIVE DIRECTOR'S COMMENTS

- ✚ Ms. Olenek noted Ms. Vernice Warren, Vice Chair, Governing Council will be attending the meeting in place of Marie Lindsey, Governing Council, Chair.
- ✚ Ms. Olenek informed the Board of the passing of Lendita Istogu, CHC Dental Assistant and dental van driver. Ms. Olenek also mentioned, Katie Weber, EP&R Coordinator and Sylvia Muniz, Program Coordinator welcomed their babies this month.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved: (Ms. Winfrey second Dr. Lipinski) to approve the May 15, 2019 Regular Session minutes as presented.

Motion carried

Moved: (Ms. Winfrey second Dr. Lipinski) to approve the May 15, 2019 Executive Session minutes as presented.

Motion carried

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

- The monthly statement from the Treasurer ending June 30, 2019 showed a balance of
- \$4,239,290.78.
- The Schedule of Revenue for the month of June was reviewed and discussed showing agency revenue at 35% for the fiscal year.
- The Expense Report for the month of June was reviewed and discussed showing agency expenditures at 43.9% for the fiscal year.
- The Capital Improvement Fund report was discussed for the month of June showing activity with an ending balance of \$6,681.88.

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

- Report of activities were provided in the packet for the Board's review.
- Ms. Bilotta briefly addressed talking points in the Financial portion of her report.

Behavioral Health Programs (Presented Monthly Reports for June)

- Report of activities were provided in the packet for the Board's review.
 - Dr. Troiani reported as of June 19th, BH received \$141,894 in deposits for MCO (Managed Care Organizations).
 - Dr. Troiani mentioned tracking for the Mobile Adult Crisis Response program continues. Brief discussion ensued regarding revenue activity.
- ✚ Mr. Cicero asked if the previous Certified Grocery Store building on Richards street will now become a private substance abuse facility? Dr. Troiani replied, "yes, it will be a private sector program." Dr. Troiani said, "the facility is a residential – outpatient facility."

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

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

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

- Report of activities were provided in the packet for the Board's review.
- Dr. Byrd reported on behalf of Ms. Maragos the CHC received notice for funding for the Advanced Education Nursing Traineeship (AENT) grant. Ms. Maragos applied for the grant opportunity. If awarded, the CHC will receive \$4m in grant funding which will be divided in (4) \$350k per year payments. This grant would help with funding for APN students and for Tele-Psychiatry. *Dr. Byrd corrected the grant opportunity wording at the end of the meeting. Dr. Byrd noted the University of Saint Francis had written for the AENT grant and we are working with them collaboratively in receiving the funding. *

Environmental Health (Presented Monthly Reports for June)

- Report of activities were provided in the packet for the Board's review.
- Mr. Casey notified the Board positive results of high levels of Lead was discovered in the water in University Park. Mr. Casey has been working with the Aqua Illinois company for a resolution. Mr. Casey has been in contact with the EPA and was notified the case is in current review. Brief discussion ensued regarding remediation.
- Mr. Casey reported IDPH is requiring all Body Art establishments must post human trafficking posters in their facilities.

Family Health Services – (Presented Monthly Reports for June)

- Report of activities were provided in the packet for the Board's review.
- Ms. VanderBoegh introduced Nicole Garrett, MAPP Manager to the meeting. Ms. Garrett is coming from the EH division as a Sanitarian.
- Ms. VanderBoegh mentioned FHS has been approved to receive additional vaccination funding for adults.
- Ms. VanderBoegh reported FHS received \$207k from IDPH for the vaccination awareness program. The funds will be appropriated at the August meeting.

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

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

Media Services (Presented Monthly Reports for June)

- Reports of press releases and media coverage were provided in the packet for the Board's review.
- Mr. Brandy noted media and press information regarding numerous events and notices have been distributed.
- Mr. Brandy updated the board on all off-site appearances he and staff have been attending and upcoming events scheduled.

OLD BUSINESS

NEW BUILDING UPDATE (ADM)

- Ms. Olenek provided new building updates and the progress made so far with the construction process.
- Ms. Olenek reminded the board the parking updates and challenges.
- Ms. Olenek reported a mock-up of the brick structure has been erected for viewing in the front of the building; all are welcome to view it.
- Ms. Olenek updated the board on the final furniture selections and the keying of the new building options.

AFSCME (CBA) COLLECTIVE BARGAINING AGREEMENT (ADM)

Ms. Olenek provided a brief explanation of the CBA's previous agreement term dates and mentioned the new agreement has been settled and signed-off on after one and a half years of negotiations. The final document and updates to the CBA will be brought back to the Board in August for a resolution to approve.

UDS FOLLOW-UP

Mr. Zelko mentioned Ms. Maragos included the UDS analysis information in her report requested by the Board from the previous meeting. The UDS analysis examines the reports and trends over the past 10 years. Dr. Byrd provided explanation of the report. Discussions ensued. Mr. Zelko requested Ms. Olenek and Ms. Bergin work with Ms. Maragos for clarification on the financial issue statements in her report.

NEW BUSINESS

RESOLUTION #19-15 NBO LEASE RENEWAL (ADM)

Moved: (Dr. Terrell second Ms. Winfrey) the Will County Health Department leases office spaces for Family Health Services, Behavioral Health Services, Community Health Center, and Environmental Health Services at 323, 325, 327, 329, 331, 331A, 335, and 339 Quadrangle Drive in Bolingbrook. the lease for this office space will expire on December 31, 2019. The landlord is offering to extend the current lease for an additional three years to December 31, 2022 at a monthly base rate of \$13,955 (which will remain the base rental rate for the entire renewal term). The Board of Health accepts the recommendation to extend our lease with the Lincolnway Community Bank which has been appointed Mortgagee in Possession of the property for an additional 3 years from January 1, 2020 to December 31, 2022.

Motion Carried

RESOLUTION #19-16 APPROPRIATION TO FY2019 BUDGET (BH)

Moved: (Mr. Cicero second Ms. Winfrey) The Behavioral Health (BH) Division has experienced an increased case load for the BH SASS Medicaid Program. An increased case load is anticipated to lead to additional revenue for the program totaling \$200,000. The Board of Health approves the following appropriation of funds in the FY2019 Health Department budget in the amount of \$200,000.

Motion Carried

RESOLUTION #19-17 FUNDING FOR MENTAL HEALTH COUNSELOR II (BH)

Moved: (Ms. Winfrey second Mr. Cicero) The BH division provides 24/7 Mobile Crisis Response to the residents of Will County. This new program (inception October 1, 2018) requires staffing above and beyond the current staffing levels in the program. If the anticipated revenue does not cover the new anticipated expenses the WCHD has ample funds in the cash line item to fund an additional position for the MCR Program in the amount of \$28,181. The Board of Health approves the funding of one additional position for the MCR Program along with the anticipated new expenses in the FY2019 Health Department budget

Motion Carried

Moved: (Ms. Winfrey second Mr. Cicero) To amend Resolution #19-17 for the Mental Health Counselor II position. This amendment allows for two additional positions for the MCR Program in the amount not to exceed \$60,000. The Board of Health approves the funding of two additional positions for the MCR Program along with the anticipated new expenses in the FY2019 Health Department budget.

Motion Carried

Moved: (Dr. Terrell second Mr. Cicero) The Board to approve the amended Resolution 19-17 as discussed.

Motion Carried

FY2020 BUDGET PREPARATION (ADM)

Ms. Bilotta informed the Board WCHD's draft budget has been entered into the County's New World system. The final version is due to the County the 1st week of August.

PUBLIC CONCERNS AND COMMENTS – NONE

BOARD MEMBERS' COMMENTS/CONCERNS – NONE

EXECUTIVE SESSION RE: EMPLOYMENT/LEGAL MATTERS – NONE

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT

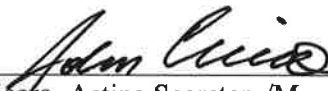
Moved: (Ms. Winfrey, second Dr. Terrell) to approve all personnel changes for the Will County Health Department for the month of June.

Motion Carried

ADJOURNMENT

At 4:33 p.m. a motion was made by (Ms. Winfrey and seconded by Mr. Cicero) to adjourn the meeting.

By: _____



John Cicero, Acting Secretary/Member At Large
Will County Board of Health

By: _____



Stephanie Baskin, Executive Assistant
Will County Health Department