

**WILL COUNTY HEALTH DEPARTMENT
THE BOARD OF HEALTH
COVID-19 RESPONSE COMMITTEE
MEETING MINUTES
APRIL 14, 2021**

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 Board of Health COVID-19 Response Committee held via virtual conference call 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
Teena Mackey
Nanci Reiland, DNP
Margaret Tyson

MEMBERS ABSENT – NONE

OTHERS PRESENT

Susan Olenek, Executive Director
Stephanie Baskin, Executive Assistant
Cindy Jackson, Vaccine Director, FHS
Katie Weber, Program Coordinator, EP&R
Nicole Garrett, MAPP, Family Health Services
Elizabeth Cervantes, SSIP
DeLinda Herod, Fairmont Community Partnership Group
Shawn West, Will-Grundy Medical Clinic
Lourdes Camacho, Resident
Martha Martinez, Birth and Death Records, Translator
Jose Vera, SSIP
Venita Voss, SCC

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

Mr. Zelko welcomed everyone to the meeting and thanked everyone for contributing their time.

EXECUTIVE DIRECTOR'S COMMENTS – NONE

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY

Ms. Cervantes inquired about the Community Based Organization (CBO) funding. Mr. Zelko noted we will discuss CBO funding later in the meeting.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve the March 24, 2021 Regular Committee meeting minutes as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Tyson
SECONDER:	Ms. Reiland
AYES:	Mr. Zelko, Ms. Mackey, Dr. Reiland, Ms. Tyson

OLD BUSINESS

COVID-19 RESPONSE (CINDY JACKSON)

Ms. Jackson presented a brief Power Point (PP) slideshow regarding COVID-19 Vaccination Updates as of April 14th. The PP slideshow included: vaccines administered / total completed doses, vaccine inventory, and newsletter updates.

Mr. Zelko inquired if the call center continues to receive a high-volume of calls? Ms. Jackson responded, 'Not at this time. The now targeted 16 years and older age group has ramped up with appointments. Appointments may slow down in the next week or two?'

Ms. Tyson inquired why the Monee site will be closed next week? Ms. Jackson replied, 'Due to low-volume appointments, Monee is alternating weeks.' Ms. Tyson expressed she was interested in volunteering during the week at a clinic site. Ms. Jackson will work with Ms. Tyson regarding scheduling.

Dr. Reiland inquired if the 16-year old's can go to any site to receive the vaccine – specifically Pfizer? Ms. Jackson replied, 'We are offering Pfizer at all the vaccination sites. Pfizer is currently the vaccine of choice.' Dr. Reiland also inquired if a large portion of the South-East population has been vaccinated (i.e. Cook County, Indiana)? Ms. Jackson replied, 'Yes because of the population being smaller and possibly utilizing Cook County's resources.'

Mr. Cicero inquired if vaccination sites will be available near the Bolingbrook areas? Ms. Jackson replied, 'Yes. The Bolingbrook Fire Department has been conducting community clinics.'

Ms. Olenek added a couple updates:

- o A registering guide video is available on the website to assist with scheduling an appointment.
- o The call center hotline is still in use.
- o 16 / 17-year old's require a parent / guardian's consent when receiving the vaccine.

Ms. Olenek briefly mentioned, during the CBOs meeting the prior week, the following topics mentioned were:

- o Recruitment for an Equity Manager
- o The Proposal for Funding the CBOs

Ms. Cervantes inquired if the registering guide video on the website will be available in Spanish? Ms. Olenek replied, 'She has spoken with the PR firm the Fource Group and reached out to the Coalition for Immigrant and Refugee Rights (ICIRR) provided by SSIP to complete the translations. After several days since the email was sent to ICIRR, Ms. Olenek has not heard back the Coalition at this time.' Ms. Cervantes offered to provide another connection in the event ICIRR does not respond in a timely manner.

Ms. Cervantes also inquired about the funding for the CBOs from the Board member's viewpoint? In addition, Ms. Cervantes mentioned the Coalition of Organizations has partnered with IDPH April 1st to host a clinic for approximately 600 Joliet residents. Mr. Zelko noted the HD is part of this East side location and has been partaking in vaccinating the residents. Discussions ensued regarding the community culture, home bound residents, I.T. equipment, locations, and other factors that affect the residents from having the ability to be vaccinated.

Ms. Herod expressed, due to her disability, she is concerned about having "boots on the ground" to disseminate the information regarding the upcoming vaccines at Shiloh Baptist Church. Ms. Herod is asking if Health Navigators can be provided before April 26th? Ms. Herod noted at the February, Fairmount School Board meeting, 48% was Hispanic and 41% was African Americans in attendance. Ms. Herod mentioned there is a need for Hispanic outreach in that community.

Ms. West noted having programs in place in support of the CBOs (including additional outreach) will be a critical part of success. Ms. West also commented on Ms. Jackson's update regarding the registering guide video released in "English only." In depth discussions ensued.

VACCINE CLINIC SITE COORDINATOR (ED)

Ms. Olenek mentioned staff leadership and managers have been trained as Site Coordinators. Currently recruiting for the position; will bring additional information to the Board at next week's meeting.

COVID VACCINE EQUITY MANAGER (ED)

Ms. Olenek provided updates regarding the candidates interviewed by herself and Ms. VanderBoegh, FHS Division Director. Will bring the candidate recommendation to the Board meeting next week for approval unless another candidate is considered by that time.

Mr. Zelko inquired if something in addition to the hiring of this candidate can be done to help with the process? Ms. Olenek replied, 'An RFP would need to be submitted from the CBOs based on the dollar amount discussed' Discussions ensued regarding the suggestion of "the piloting process and the dollar amount?"

Ms. Garrett provided a brief presentation on behalf of the HEART team regarding offering CBOs funding opportunities. Mr. Zelko encouraged Ms. Garrett to work with Ms. Olenek and Ms. Jackson to bring the initiatives into fruition. Brief discussions ensued.

Ms. Cervantes highlighted a few points from the discussions:

1. All CBOs are not included in the MAPP structure
2. An existing coalition currently exists and has been undertaking some of the work Ms. Garrett currently expressed
3. Include the CBOs in discussions regarding funding initiatives
4. Language is very vital in regard to information dissemination

Mr. Vera discussed the importance and need for funding requested by the CBOs and the job function requirement capacity for CBOs. Ms. Olenek asked if the calls the CBOs are receiving are scheduling questions; noting those calls can be directed to our call center. Mr. Vera pointed out the call center hours are not conducive to the hours needed by residents. Brief discussions ensued. Mr. Zelko asked to have a plan presented to help assist with the need by the next Board meeting.

NEW BUSINESS

MEDIA PLAN BUDGET (ED)

Ms. Olenek discussed the media plan included in the packet regarding the budget and funding from the PR Firm the FOURCE. Brief discussion regarding the funding and budget ensued.

Mr. Zelko inquired if the media proposal will suffice most of SSIP's community outreach goals. Mr. Vera noted, it's a start, but having "boots on the ground" remains as the better option.

Ms. Voss echoed the sentiments of Mr. Vera, Ms. Cervantes, Ms. West, and Ms. Herod.

EXECUTIVE SESSION RE: EMPLOYMENT / LEGAL MATTERS - NONE

BOARD MEMBERS' COMMENTS/CONCERNS – NONE

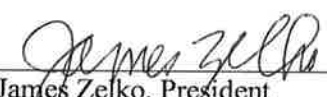
PUBLIC CONCERNS AND COMMENTS

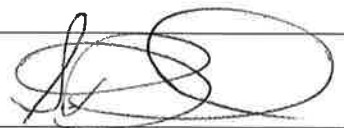
Ms. Martinez, Administration, Interpreter for the HD began to translate for Ms. Camacho. During the translation, Ms. Cervantes stated Ms. Martinez was incorrectly translating – therefore Ms. Cervantes continued with the translation. Ms. Camacho expressed concerns as it relates to the Spanish community and the lack of outreach to the Latin X community and community funding. Mr. Zelko thanked Ms. Camacho for her comments and input.

ADJOURNMENT

At 4:30p.m. a motion was made to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Terrell
SECONDER:	Dr. Reiland
AYES:	Mr. Zelko, Dr. Terrell, Ms. Mackey, Dr. Reiland, Ms. Tyson

By: 
James Zelko, President
Will County Board of Health

By: 
Stephanie Baskin, Executive Assistant
Will County Health Department