

**WILL COUNTY HEALTH DEPARTMENT
THE BOARD OF HEALTH
COVID-19 RESPONSE COMMITTEE
MEETING MINUTES
APRIL 28, 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 (arrived 3:04pm)

MEMBERS ABSENT – NONE

OTHERS PRESENT

Susan Olenek, Executive Director
Stephanie Baskin, Executive Assistant
Elizabeth Bilotta, Assistant Executive Director
Cindy Jackson, Vaccine Director, FHS
Aida Guhlincozzi, Student
Katie Weber, Program Coordinator, EP&R
Nicole Garrett, MAPP, Family Health Services
Elizabeth Cervantes, South Suburban Immigrant Project (SSIP)
Jose Vera, SSIP
Vinita Voss, Spanish Community Center (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

Ms. Olenek suggested vaccines are still available to all those who have not received their vaccines.

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY

Ms. Guhlincozzi confirmed Ms. Olenek received her report regarding community-based organizations collaborations and asked if she shared it with the Board? Ms. Olenek acknowledged receipt of the report and agreed to share it with the Board.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve the April 14, 2021 Regular Committee meeting minutes as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Terrell
SECONDER:	Dr. Reiland
AYES:	Mr. Zelko, Dr. Terrell, 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 28th. The PP slideshow included: vaccines administered / total completed doses, vaccine inventory, newsletter updates, and upcoming vaccination schedules.

Mr. Zelko noted he's very impressed with the progress made week-to-week by the organization and the volunteers.

Ms. Olenek added brief acknowledgements regarding the immense efforts our team and community partners have done with vaccinations. Brief discussion ensued. Mr. Zelko inquired if patients are returning for their 2nd doses? Ms. Olenek and Ms. Jackson noted we have about a 98% show rate for 2nd dose appointments. The 1st dose appointments have begun to decline.

COVID VACCINE EQUITY MANAGER (ED)

Ms. Olenek updated the Committee that a candidate has been selected. Ms. Voss will start Monday, May 3rd. Mr. Zelko added commentary around the positivity of adding this position to the staff and the progress made with vaccinating the community. Mr. Zelko also iterated positive feedback should be given regarding the efforts and hard work the staff and community partners have been doing, instead of pointing out negative aspects of things not being done to help serve the community at its highest potential.

Ms. Mackey asked of the Committee to make clear expectations of the staff to help resolve some of the inequities and equality going forward to avoid negative feedback. Ms. Mackey also discussed meeting style differences between in-person meetings and virtual meetings. Discussion ensued.

Mr. Zelko recommended Ms. Olenek bring a policy to the next Board meeting regarding how to address the Board and how to bring forward constructive recommendations to the community.

FUNDING FOR CBO'S / HEALTH NAVIGATORS

Ms. Olenek discussed the Health Navigator's draft job description included in the packet. Brief discussions ensued regarding the Health Navigator's job functions and the COVID-19 Vaccine Equity Budget.

Ms. Olenek mentioned she reached out to colleagues in the collar counties asking about translation services they use. Ms. Bilotta, Ms. Jackson, and Ms. Olenek sat in on a presentation by a vendor recommended by the DuPage County Health Department and was thoroughly impressed; adding a budget line item for the FY2022 budget for translation services.

EXECUTIVE SESSION RE: EMPLOYMENT / LEGAL MATTERS - NONE

BOARD MEMBERS' COMMENTS/CONCERNS

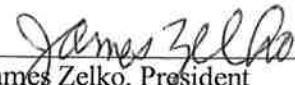
Mr. Zelko suggested bringing forth a plan to the next meeting regarding phasing down or out the COVID-19 Response Committee meetings in the future.

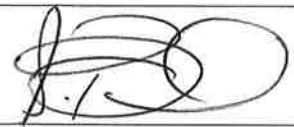
PUBLIC CONCERNS AND COMMENTS – NONE

ADJOURNMENT

At 4:02p.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