



**WILL COUNTY HEALTH DEPARTMENT  
BOH REGULAR MEETING MINUTES  
JANUARY 19, 2022**

DUE TO THE COVID-19 PANDEMIC, THE GOVERNOR'S RECENT DISASTER PROCLAMATION, THE NUMBER OF COVID-19 CASES IN WILL COUNTY, AND THE CDC GUIDELINES REGARDING COVID-19, IT IS DETERMINED BY THE PRESIDENT OF THE WILL COUNTY BOARD OF HEALTH THAT IN-PERSON MEETINGS ARE NOT PRACTICAL NOR PRUDENT. THEREFORE, THIS MEETINGS OF THE WILL COUNTY BOARD OF HEALTH SHALL BE HELD VIA VIDEO AND/OR AUDIO UNTIL FURTHER NOTICE. THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE/TELEPHONICALLY THROUGH THE MICROSOFT TEAMS EVENTS PLATFORM. WILL COUNTY BOARD OF HEALTH MEMBERS WILL BE ATTENDING THE MEETING REMOTELY AND THE GENERAL PUBLIC IS STRONGLY ENCOURAGED TO DO THE SAME. PLEASE GO TO [WWW.WILLCOUNTYHEALTH.ORG](http://WWW.WILLCOUNTYHEALTH.ORG) – NEWS AND EVENTS FOR A LINK TO ATTEND THE MEETING VIA MICROSOFT TEAMS.

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The monthly meeting of the Board of Health 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  
John Cicero, Secretary  
Chief Paul Hertzmann  
Teena Mackey  
Silvio Morales, M.D.  
Annette Parker  
Nanci Reiland, DNP  
Scott Soderquist, D.D.S.  
Margaret Tyson

**MEMBERS ABSENT**

Gary Lipinski, M.D.  
George Pitsilos, M.D.

**STAFF PRESENT**

Susan Olenek, Executive Director, Administration  
Elizabeth Bilotta, Assistant Executive Director, Administration  
Stephanie Baskin Executive Assistant, Administration  
Jillian Carlisle, IT Specialist, Administration  
Chuck Flood, Compliance Officer, Administration  
Matthew Bedore, Media Services Manager, Administration  
Joseph Troiani, Division Director, Behavioral Health  
Mary Maragos, CEO, Community Health Center  
Tom Casey, Division Director, Environmental Health  
Georgia VanderBoegh, Division Director, Family Health Services  
Cindy Jackson, Vaccine Director, Family Health Services  
Kathleen Weber, Program Coordinator, EP&R

**OTHERS PRESENT**

Dan McGrath, Assistant State's Attorney  
Chris Wise, Assistant State's Attorney  
Marie Lindsay, Governing Council, Vice Chair

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**PLEDGE OF ALLEGIANCE**

**PRESIDENT'S COMMENTS**

Mr. Zelko welcomed everyone to the meeting.

**EXECUTIVE DIRECTOR’S COMMENTS**

Ms. Olenek wished everyone a *Happy New Year!*

Ms. Olenek mentioned this Friday she will be presenting her 6<sup>th</sup> annual State of the Agency address. The narrative will be posted to the website for review or can be requested via email from Stephanie Baskin.

**PUBLIC COMMENTS FOR AGENDA ITEMS ONLY – NONE**

**APPROVAL OF BOARD OF HEALTH MINUTES**

Moved to approve the December 15, 2021 Regular meeting minutes as presented.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Dr. Terrell  
**SECONDER:** Mr. Cicero  
**AYES:** Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**TREASURER’S REPORT AND DEPARTMENT FINANCIAL REPORTS**

Ms. Bilotta provided a detailed explanation of the financial reports including revenue, expenditure, and cash reports for the months of November and December 2021. Ms. Bilotta noted the Change in Cash for November has been amended.

The Board of Health moved to approve the Treasurer’s Report and Department Financial Reports for the months of November and December as presented.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Dr. Reiland  
**SECONDER:** Dr. Terrell  
**AYES:** Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**REPORTS FROM DIVISIONS**

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

**Administrative Services (Presented Monthly Reports for the month of January)**

- o Report of activities were provided in the packet for the Board’s review.
- o Ms. Bilotta pointed out the two new COVID grants under the Finance section; the COVID-19 Crisis grant (awaiting approval) and the COVID Response grant which we are in the process of preparing for submission.

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

- o Report of activities were provided in the packet for the Board’s review.
- o Dr. Troiani reported the call center vendor for the 988 Crisis Care system has been selected as of today.

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

- o Report of activities were provided in the packet for the Board’s review.
- o Ms. Maragos reported PCR testing for staff have begun.
- o Ms. Maragos provided a brief update regarding the two–new management staff hires.

**Chief Medical Officer – CHC (Ms. Olenek presented on behalf of Dr. Byrd’s report for the month of January)**

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

**Environmental Health and Lab (Presented a Monthly Report for the month of January)**

- o Report of activities were provided in the packet for the Board’s review.
- o Mr. Casey provided updates regarding IMS collection fees.
- o Mr. Casey provided personnel and recruitment updates.

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

- Reports of activities were provided in the packet for the Board’s review.
- Ms. VanderBoegh added in addition to her report, she received notice from DHS the WIC waiver for not requiring regular WIC clinic visits will be in place for 30 months. The waiver has been in place since March 2020 and will extend until July 2022.

✚ Mr. Zelko asked Ms. VanderBoegh to add an overview in her next month’s report regarding alternate housing.

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

- Reports of activities were provided in the packet for the Board’s review.
- Ms. Weber reported EPR received and saw a surge in requests for BinaxNOW test kits in December.

**Media Services Manager Introduction**

- Ms. Olenek introduced Matthew Bedore to the meeting. Mr. Bedore provided a brief background of himself.

**OLD BUSINESS**

**COVID-19 UPDATE**

Ms. Jackson presented a Power Point (PP) slideshow regarding COVID-19 Vaccination Updates as of January 15<sup>th</sup>. The PP slideshow included: vaccines administered / total completed doses, previous pop-up clinics, social media updates, and upcoming vaccination clinics / schedules for the pediatric population. Ms. Jackson fielded and responded to questions from the Board.

**FEDERAL VACCINE MANDATE**

Ms. Olenek provided an update on the CMS vaccine mandate January 13, 2022. The U.S. Supreme Court lifted lower court injunctions that had blocked enforcement of the Centers for Medicare and Medicaid Services (CMS) Interim Final Rule requiring healthcare worker vaccinations CMS Rule. Ms. Olenek mentioned, after receiving legal counsel from Laner Muchin and having impact bargaining discussions with AFSCME, an MOU was put into place and is currently vetting the medical and religious exemption requests from staff. Ms. Olenek discussed the terms and conditions of the agreement. Ms. Olenek fielded and responded to questions from the Board.

**NEW BUSINESS**

**NEW AGENCY CALL CENTER**

Ms. Olenek informed the Board of the very large agency initiative we are working on. We received grant funding through the CoAg grant. We are extending the call center from a temporary to a permanent basis. Discussions ensued.

**RESOLUTION #22-01 LANGUAGE LINE CONTRACT**

The WCHD and CHC requires translation services for all languages for our patients, both in-person and on the telephone. WCHD and CHC has used Language Line for at least 7 years with satisfactory results and has recently updated its Service Agreement with Language Line. The Board of Health approves the renewal of the Agreement with Language Line in the amount not to exceed \$18,000 per year.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dr. Terrell
<b>SECONDER:</b>	Ms. Mackey
<b>AYES:</b>	Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**RESOLUTION #22-02 REVISED 340B SLIDING FEE SCALE**

The CHC operates a successful 340B Pharmacy program for its medical, behavioral health, and dental patients. The CHC added new Telehealth fees which included provider telephone and telehealth visits to the FY2022 fee schedule. The CHC Governing Council approved the 340B sliding fee scale including telehealth fees at the January 5, 2022 meeting. The Board of Health approves the revision for 340B Pharmacy services sliding fee scale.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dr. Terrell
<b>SECONDER:</b>	Dr. Reiland
<b>AYES:</b>	Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**RESOLUTION #22-03 PURCHASE OF ADDITIONAL WORKSTATIONS**

Due to the ever-changing programs and needs of the public health industry and the increase in telephone calls, existing office space and a private office in FHS Vision & Hearing Department (Room #1178 and office #1179) will be converted to a Call Center. A conference room (Room #2146 in Family Health Services) will be converted into office space to accommodate two staff members in the Vision & Hearing Department. The Board of Health approves modification of one conference room into office space in FHS, not to exceed \$15,500 to Midwest Office Interiors.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Dr. Terrell  
**SECONDER:** Mr. Cicero  
**AYES:** Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**RESOLUTION #22-04 THE FOURCE BRANDING & RECRUITMENT CAMPAIGN**

The WCHD and CHC have experienced record numbers of vacancies over the last several months. The current, usual recruitment strategies are not proving affective at this time. The Board of Health approves the recruitment and branding campaign facilitated by our current marketing firm, The Fource, in the amount of \$40,000.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Dr. Terrell  
**SECONDER:** Dr. Reiland  
**AYES:** Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**RESOLUTION #22-05 APPROPRIATION OF PROGRAM 590 GRANT FUNDS**

The WCHD obtained an Illinois Department of Human Services (IDHS) Crisis Care System grant to provide services and support to individuals experiencing mental health crises as determined necessary to achieve recovery goals and to avoid more restrictive services. Services provided under Crisis Care System shall include the following: Crisis Response 24 hours a day, seven days a week, and 365 days a year. Have in place the mobile crisis response team capability, with the development of the State of Illinois’s Dial 988 system on July 1, 2022 to provide the continuum of crisis services for the residences of Will County. The Crisis Care System funding presented covers 12/1/2021 through 6/30/2022. The Board of Health approves the appropriation of funds to the FY2022 Will County Health Department budget.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Dr. Terrell  
**SECONDER:** Dr. Reiland  
**AYES:** Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**2021 PERFORMANCE EVALUATION FOR EXECUTIVE DIRECTOR**

Mr. Zelko and Dr. Terrell conducted the evaluation for Ms. Olenek January 12<sup>th</sup>. Ms. Olenek’s evaluation was included in the packet for the Board’s review. Mr. Zelko and Dr. Terrell expressed their extreme gratitude and appreciation for Ms. Olenek’s leadership and guidance during the pandemic and commended Ms. Olenek for finding creative ways to continue expanding services and meeting the needs of the community. The Board members shared feedback and agreed with the sentiments of Mr. Zelko and Dr. Terrell.

**EXECUTIVE SESSION RE: PERSONNEL / LEGAL MATTERS – NONE**

**APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT**

The Board of Health approves all personnel changes for the Will County Health Department for the month of January.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Dr. Reiland  
**SECONDER:** Ms. Mackey  
**AYES:** Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

**BOARD MEMBERS' COMMENTS/CONCERNS**

Dr. Reiland inquired how the home self-administered COVID test results are counted and reported? Ms. Olenek noted after speaking with IDPH, there is not much interest in that manner of self-reporting due to validity issues.

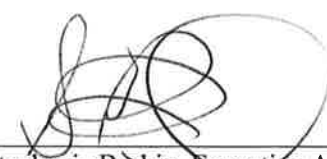
**PUBLIC CONCERNS AND COMMENTS – NONE**

**ADJOURNMENT**

At 4:26 p.m. a motion was made to adjourn the meeting.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dr. Terrell
<b>SECONDER:</b>	Mr. Cicero
<b>AYES:</b>	Mr. Zelko, Dr. Terrell, Mr. Cicero, Chief Hertzmann, Dr. Morales, Ms. Mackey, Ms. Parker, Dr. Reiland, Dr. Soderquist, Ms. Tyson

By:   
John Cicero, Secretary  
Will County Board of Health

By:   
Stephanie Baskin, Executive Assistant  
Will County Health Department