

**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
FEBRUARY 15, 2023**

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., Dr. Terrell, President presiding.

ROLL CALL/ QUORUM PRESENT

MEMBERS PRESENT

Billie Terrell, PhD., ACSW, President
Nanci Reiland, DNP, Vice President
Chief Paul Hertzmann, Secretary
Edna Brass, MA, BS
Chief Jeffrey Carey
Allison Gunnink, MBA, MT-BC
Gary Lipinski, M.D.
Teena Mackey
Annette Parker
Scott Soderquist, D.D.S. (arrived at 3:09pm)

MEMBERS ABSENT

Silvio Morales, M.D.
Natalie Coleman

STAFF PRESENT

Elizabeth Bilotta, Executive Director, Administration
Stephanie Baskin Executive Assistant, Administration
Denise Bergin, Director of Finance & Grant Management, Administration
Stacey Knack, Human Resources Director, Administration
Cindy Jackson, Director, Administrative Services, Administration
Anthony Melei, ITT Director, Administration
Kevin Juday, Media Services Manager, Administration
Carol Ricken, Community Partner Engagement Manager, Administration
Joseph Troiani, Division Director, Behavioral Health
Constance Dewart, Program Manager, Behavioral Health
Kathleen Burke, Program Coordinator, Behavioral Health
Armando Reyes, Regulatory Compliance Coordinator, Behavioral Health
Mary Maragos, Chief Executive Officer, Community Health Center
Jennifer Byrd, Chief Medical Officer, Community Health Center
Katie Weber, Program Coordinator, Emergency Preparedness & Response
Sylvia Muniz, Assistant Division Director, Family Health Services
Betsy Cozzie, Program Coordinator, Family Health Services
Caitlin Daly, Community Health Educator, Family Health Service
Lyyti Dudeczyk, Program Coordinator, Family Health Services
Magda Lara, RN, Family Health Services, AFSCME Local 1028 Vice-President
Barbara Agor, EP&R Specialist, Administration

OTHERS PRESENT

Dan McGrath, Assistant State’s Attorney
Marie Lindsey, Representing Governing Council
Lewis University Nursing Students
Nazree Williams, Benedictine Student
Sherry Williams, County Board Member

PLEDGE OF ALLEGIANCE

PRESIDENT’S COMMENTS

Dr. Terrell welcomed everyone to the meeting. Dr. Terrell introduced Ms. Bilotta as the new Executive Director. Ms. Bilotta replaced Ms. Susan Olenek who served as the agency’s previous Executive Director.

EXECUTIVE DIRECTOR’S COMMENTS

Ms. Bilotta mentioned herself and Ms. Maragos presented before the Public Health and Safety Committee in regard to American Heart month awareness. Ms. Maragos spoke about the very successful home blood pressure monitoring program and provided information about high blood pressure. A Representative from the American Heart Association was also in attendance.

Friday, February 10th IDPH requested (in the 11th hour) HD staff submit success stories regarding IDPH grant funded programs. Staff submitted program successes for the COVID-19 mass vaccination grant program. Specifically, about the Homebound vaccination program and health equity initiatives. IDPH requested additional personal stories on how the programs benefited residents of Will County. The IDPH Director presented one of the stories during the Health and Human Services Budget Brief.

On February 10th, the Health Department hosted (one) County Board and (three) County Executive Staff members. They were introduced to the division leadership and provided a tour of the Health Department and Community Health Center buildings; IDPH will also be provided the same guided tour and introductions for their visit February 17th.

WCHD / CHC received a complaint from OSHA on January 30 regarding a notice of alleged hazard at 1106 Neal Avenue in regard to safety. We were required to respond to OSHA by February 7. In addition, we were required to post the notice of complaint from OSHA where it was readily accessible by all employees and provided to representatives of the union and safety committee. WCHD / CHC worked with WCSAO, and the response letter to the complaint was sent to OSHA February 7. OSHA responded with questions regarding our response letter. On February 8, WCHD / CHC received a letter from OSHA indicating that the complaint was officially closed. Since this decision could be “appealed by the complainant” Ms. Bilotta was unable to provide further details at this time.

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY – NONE

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve the January 18, 2023 Regular meeting minutes as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Dr. Lipinski
AYES:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAYES:	None

TREASURER’S REPORT AND DEPARTMENT FINANCIAL REPORTS

Ms. Bergin provided an explanation (for information purposes only) of the financial reports including revenue, expenditures, and cash reports for the month of November.

Ms. Bergin provided a detailed explanation of the financial reports including revenue, expenditures, and cash reports for the month of January. The Board of Health moved to approve the Treasurer's Report and Department Financial Reports for the month of January as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Reiland
SECONDER:	Chief Hertzmann
AYES:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAYES:	None

REPORTS FROM DIVISIONS

Reports were provided in the packet by the Executive Director, Chief Executive Officer, Chief Medical Officer, Division Directors, EPR Coordinator, and Media Services Manager.

Ms. Bilotta – ADM (Presented Monthly Reports for the month of February)

Ms. Jackson reported on a few items:

- February 6th a new Safety & Risk Reduction Officer was hired.
- On January 27th, Administration staff participated in a Targeted Disruption/Aggression/Threat Tabletop exercise with the CHC. The goal of the exercise was to standardize processes and improve safety, communication, and protective measures through the facility.
- Later in the meeting, resolution will be presented regarding the CISCO Network Refresh.

Dr. Troiani – BH (Presented Monthly Reports for the month of February)

Dr. Troiani provided recaps of the items in his report including:

- As part of the School Based Behavioral Health Assessment & Intervention Program, 120 kids have been treated to date. Clinical staff was quickly established on-site at the following five Will County schools Monday thru Friday 7:30 a.m. to 3:30 p.m. These schools are Joliet Central High School, Joliet West High School, Kelvin Grove Junior High & Middle School - Lockport, Laraway Middle School - Joliet and Oak Prairie Elementary School – Lockport.
- Last month we were notified by the Illinois Department of Human Services we were awarded funding to establish the Suicide Prevention First Responders Program (Program 402). The grant is a three-year renewable grant starting in State Fiscal Year 2023.
- The 708 Board's will have their first meeting Tuesday, February 28th.
- The Clinical Training Program received 57 applications for both Pre-Doctoral Externs and Interns for the upcoming training year 2023 to 2024. Pre-Doctoral Externs train in our practicum program where they receive instruction in psychotherapy, psychological testing, and advanced clinical training.
- The upcoming dates for the forty hour weeklong Crisis Intervention Team (CIT) training course is the week of Monday - April 24th and Monday - May 8th.
- Dr. Kathleen Burke fielded and responded to questions from the Board regarding the new drug being combined with Fentanyl, the stats for Will County, and some the age groups targeted.

Ms. Maragos – CHC (Presented Monthly Reports for the month of February)

Ms. Maragos provided a recap of the items in the report including:

- The 2023 Strategic Plan has been shared with staff and providers. We will provide progress reports quarterly.
- Basingers Pharmacy vacated the premises on January 19, per the deadline. Legal issues between Basingers, Verity, and the County of Will are being addressed. The County is expected to release a new Request for Proposal at the beginning of February.
- The renovation of the medical records room to new Behavioral Health suite is on target for completion by mid-February. The doors are delayed due to supply chain issues.
- Every year, every Federally Qualified Health Center (FQHC) is required to submit annual data to a national database. Data concerns numbers of patients and visits, patient demographics, quality, and financial information. Our report is due to HRSA by February 15. Included in the report is justification for any differences compared to the previous calendar year.

- Hudson Headwaters performed an independent audit of our 340B program on February 8.
- The net revenue from the 340B Program of \$640,568 is earmarked to support our dental program (for which the expenses exceed the revenue) and the interpreter program, which generates no revenue.
- First advisory meeting at Brooks Middle School. The Board was very pleased with the outcome.

Chief Medical Officer – CHC (Presented Reports for the month of February)

Dr. Byrd provided a recap of the items in the report including:

- COVID-19 Updates, Total Daily New Cases, Total Deaths – Illinois (through January 19, 2023), COVID-19 Summary update, and New Policy Briefings. Dr. Byrd fielded and responded to questions from the Board.

Mr. Conners – EH (Presented a Monthly Report for the month of February)

Mr. Conners provided a recap of the items in the report including:

- Sovos Brands Intermediate, Inc. (“Sovos”) has voluntarily recalled a limited number of 16-ounce jars of Rao’s Made for Home Slow Simmered Soup, Chicken & Gnocchi, because the affected jars may contain undeclared egg. The affected soup is labeled as Chicken & Gnocchi, but will contain vegetable minestrone, which is dark red. The recalled jars of Chicken & Gnocchi Soup were distributed in thirty-two states including Illinois. No illnesses have been reported at this time.
- The 2023 Permit to Discharge Application fees have increase from \$3,215.00 in the month of December 2022 to \$58,125.00 in the month of January 2023. The EH Department expects this trend to continue through the months of February and March.

Ms. VanderBoegh – FHS (Presented Monthly Reports for the month of February)

Ms. Muniz provided a recap of the items in the report including:

- Better Birth Outcomes, a nurse case management program, is expected to resume face-to-visits in the next couple months.
- Three Community Health Educators attended a forum in DC presenting to mitigate youth vaping in Wilmington.
- January 20, the WIC staff and managers volunteered at the Northern Illinois Food Bank’s South Suburban Center in Joliet. The team packed over 10,800 single-serve cereal bowls for distribution.

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

Ms. Weber reported The FOURCE filmed a promotional video and interviewed Health Department volunteers asking why they like volunteering for the agency. The video should be ready for viewing next month.

Media Services (Presented Monthly Reports for the month of February)

Mr. Juday reported in January, Media Services coordinated the internal broadcast of the 2023 State of the Agency address. The address was edited and sent out on our social media platforms as well. Additionally, new pages for the Substance Use Initiatives and the IRIS Referral Network were developed and made live in an effort to make those programs more accessible. Mr. Juday noted he has started working on the 2022 Annual Report.

OLD BUSINESS – NONE

NEW BUSINESS

RESOLUTION #23-04 COMMUNITY HEALTH CENTER NETWORK REFRESH PROJECT

The CHC requires a Cisco Network Refresh, to replace end-of-life Cisco Network Switch Equipment and to increase capacity from recent construction projects. The WCHD has engaged Presidio to perform a network refresh, utilizing the State of Illinois DoIT Procurement Contract #CMT2026698 replacing the end-of-life switching equipment. The Board of Health approves the Community Health Center Cisco Network Refresh Project, with implementation by Presidio for a total cost of \$144,390.99.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Gunnink
SECONDER:	Chief Carey
YEAS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAYS:	None

RESOLUTION #23-05 2022-2023 MAPP CONTRIBUTION

The Will County Mobilizing for Action Through Planning and Partnership (MAPP) collaborative continues to assess the health needs of Will County using a broad-based community wide strategy. The Health Department is one of several community partners on the MAPP Executive Committee to contribute financially to the MAPP initiative. The MAPP contribution for 2022-2023 is \$10,000 payable to United Way of Will County acting as the MAPP fiscal agent.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Dr. Lipinski
YEAS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAYS:	None

RESOLUTION #23-06 APPROPRIATION OF FUNDS FOR THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS MEDICAL RESERVE CORPS RISE GRANT

The Will County Health Department received a National Association of County and City Health Officials grant to sustain and equip our local Medical Reserve Corps. An additional award of \$8,750 provides funding to support volunteer uniform shirts. The Board of Health approves the additional appropriation of funds to the FY2023 Will County Health Department budget.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Reiland
SECONDER:	Ms. Brass
YEAS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAY:	None

RESOLUTION #23-07 PURCHASE OF VECTOR SURVEILLANCE AND CONTROL GRANT PROGRAM LARVICIDE

Part of the 2023 Vector Surveillance and Control Grant Program being conducted by the Environmental Health Division includes the distribution of mosquito larvicide. The cost associated with the purchase of larvicide will be covered under the Illinois Department of Public Health Vector Surveillance and Control Grant. The Board of Health approves the purchase of up to fifty-two (52) cases of Natular XRT Tablet larvicide for a total cost (not to exceed) \$50,000.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Dr. Lipinski
YEAS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAY:	None

RESOLUTION #23-08 APPROPRIATION OF FUNDS FOR THE ILLINOIS DEPT OF HUMAN SERVICES SUICIDE PREVENTION FIRST RESPONDERS GRANT – WILL COUNTY HEALTH DEPT

The Will County Health Department (WCHD) obtained an Illinois Department of Human Services (IDHS) Suicide Prevention First Responders grant to increase access to peer support and mental health awareness and intervention training for First Responders and their families. The award of \$250,000 provides funding to support salaries, supplies, contractual assistance, mileage, and related technology costs. The funding appropriation presented is limited to anticipated expenses, including new expenses of \$89,366 and previously budgeted expenses of \$53,865. The Board of Health approves the appropriation of funds to the FY2023 Will County Health Department budget.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Lipinski
SECONDER:	Ms. Parker
YEAS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAY:	None

EXECUTIVE SESSION RE: PERSONNEL / LEGAL MATTERS – NONE

APPROVAL OF PERSONNEL STATUS REPORT FOR THE WILL COUNTY HEALTH DEPARTMENT

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Ms. Mackey
YEAS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAY:	None

BOARD MEMBERS' COMMENTS/CONCERNS


Ms. Brass inquired if we have more than one Health Navigator, Ms. Bilotta mentioned recruitment is underway.


PUBLIC CONCERNS AND COMMENTS

ADJOURNMENT

At 4:18 p.m. a motion was made to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Ms. Gunnink
AYES:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms. Mackey Ms. Parker, Dr. Soderquist
NAY:	None

By: 
Chief Paul Hertzmann, Secretary
Will County Board of Health

By: 
Stephanie Baskin, Executive Assistant
Will County Health Department