

AGENDA

WILL COUNTY BOARD OF HEALTH MEETING WILL COUNTY HEALTH DEPARTMENT 501 ELLA AVENUE JOLIET, IL 60433 CONFERENCE ROOM 1005A / 1005B JUNE 21, 2023- 3:00PM

MISSION STATEMENT: To prevent disease and promote a healthier environment for all residents, business operators and visitors. Our agency of professionally trained staff works cohesively to assure public health and safety measures are maintained through services and programs the department provides based on the needs of the community.

VISION STATEMENT: Deliver sustainable programs and policies in response to the public health needs of the community.

CORE VALUES: Respect, Integrity, Professionalism, Quality, and Dedication.

- II. Pledge of Allegiance to the Flag
- III. President's Comments
- IV. Executive Director's Comments Retirement Recognition
- V. Public Comment for Agenda Items Only Discussion
- VI. Approval of Minutes May 17, 2023, Regular Session – Motion May 17, 2023, Executive Session - Motion
- VII. Treasurer's Report & Department Financial Reports May 31, 2023 – Motion
- VIII. Reports from Divisions Division Statistical Reports – Discussion

IX. Old Business – None

- X. New Business
 - Resolutions #23-32 #23-41
 - A. Resolution #23-32 Accella Renewal (EH) Motion
 - B. Resolution #23-33 Family Planning Fee Schedule (CHC) Motion
 - C. Resolution #23-34 Family Planning Schedule of Discounts (CHC) Motion
 - D. Resolution #23-35 Up-to-Date Subscription Renewal (CHC) Motion
 - E. Resolution #23-36 Pharmacy Services Agreement with Genoa (CHC) Motion
 - F. Resolution #23-37 Well Women Outdoor Digital Display Campaign (FHS) Motion
 - G. Resolution #23-38 Collective Bargaining Agreement (Admin) Motion
 - H. Resolution #23-39 Appropriation of Additional ARISE Grant Funds (Admin) Motion
 - I. Resolution #23-40 Surplus Resolution (Admin) Motion
 - J. Resolutions #23-41 Well Women Pace Bus Media Campaign (FHS) Motion
 - K. Election of Officers Vice President and Secretary Motion
 - L. Bolingbrook Office Lease Discussion
- XI. Executive Session re: Employment/ Legal Matters Motion & Roll Call
- XII. Board Approval of Personnel Status Report Motion
- XIII. Board Members' Concerns and Comments Discussion
- XIV. Public General Comments and Concerns Discussion
- XV. Adjournment Motion



WILL COUNTY HEALTH DEPARTMENT BOH MEETING MINUTES MAY 17, 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 3:02 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 Natalie Coleman, Ed.D. Allison Gunnink, MBA, MT-BC Gary Lipinski, M.D. Teena Mackey Silvio Morales, M.D. Scott Soderquist, D.D.S.

MEMBERS ABSENT Annette Parker

STAFF PRESENT

Elizabeth Bilotta, Executive Director, Administration Stephanie Baskin, Executive Assistant, Administration Mary Kilbride, Executive Assistant, Community Health Center Denise Bergin, Assistant Executive Director, Administration Cindy Jackson, Division Director, Administration Kevin Juday, Media Services Manager, Administration Carol Ricken, Safety & Risk Reduction Officer, Administration Joseph Troiani, Division Director, Behavioral Health Kathleen Burke, Program Coordinator, Behavioral Health Armando Reves, Compliance Officer, Administration Mary Maragos, Chief Executive Officer, Community Health Center Jennifer Byrd, Chief Medical Officer, Community Health Center Sean Connors, Division Director, Environmental Health Trisha Kautz, Laboratory Operations Director, Environmental Health Georgia VanderBoegh, Division Director, Family Health Services Sylvia Muniz, Assistant Division Director, Family Health Services Caitlin Daly, MAPP Program Manager, Family Health Services Barbara Agor, EP&R Specialist, Administration Kendra Coleman, Public Health Promotion Specialist, Family Health Services Robert Dutton, Manager, Health Equity, Administration Betsy Cozzie, Program Coordinator, Family Health Services Aishwarya Balakrishna, Community Health Educator, Family Health Services Tarcha Hurley-Howard, Program Coordinator, Environmental Health

OTHERS PRESENT

Dan McGrath, Assistant State's Attorney Alan Dyche, Representing Governing Council

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS

Dr. Terrell welcomed everyone to the meeting. Dr. Terrell thanked Dr. Nanci Reiland for serving on the BOH for the past four years and will be leaving the board effective 5/17/23. Certificate of Recognition was presented.

Ms. Bilotta recognized Dr. Reiland for her accomplishments and contributions to the agency and Board during her tenure.

EXECUTIVE DIRECTOR'S COMMENTS

Ms. Bilotta introduced the staff who have been promoted within the agency. Ms. Bilotta briefly provided backgrounds for each staff member, who included Mary Kilbride, Executive Assistant, Robert Dutton, Health Equity Manager, and Kendra Coleman, Program Coordinator (former positions are included on the personnel status report included in the packet).

Ms. Bilotta recognized staff retiree Alice Strauss, 25 years of service.

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY – NONE

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve the April 19, 2023 Regular meeting minutes as presented.

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

TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Ms. Coleman
AYES:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Ms. Coleman, Chief Carey, Ms. Gunnink, Dr. Lipinski, Ms.
	Mackey, Dr. Morales, 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 May)

Ms. Bilotta stated going forward monthly, she will have an employee from a different department present.

Ms. Daly, MAPP Manager presented:

- Participated in the Impact Advisory Board as a partnership with United Way of Will County.
- Created in the Promotional Informational Flyer.
- Will attend the National 360 conference.

Armando Reyes, Compliance Officer

- Currently working on creating a Compliance Plan for the Health Department and Health Center.
- Working on the Incident Reports for the agency. Ms Gunnink questioned what tools are being utilized for
 - analyzing the Critical Incident reports? Ms. Bilotta is currently working with ITT to develop a way to determine our trends.
- Currently working with BH due to the audit taking place in July, 2023.
- CARF Accreditation will begin in September for licensing of Medicare/Medicaid.

Dr. Troiani - BH (Presented Monthly Reports for the month of May)

- As of May 17th, BH has collected \$86,040.05 in deposits.
- May 2021 a self-study was submitted the American Psychological Association to attain accreditation which has been since been approved.
- An update was provided on Division's American Recovery Program Act (ARPA) funded programs.
- Dr. Troiani fielded questions from the Board.

Dr. Burke, Program Coordinator, reported on the following items:

- Narcan is being added to Automated Electronic Defibrillator for emergency use in the WCHD and CHC.
- Challenges hiring individuals in recovery from Substance Use Disorder (SUD) with a criminal background. Individuals with a SUD are protected under the American Disability Act.
- FDA has granted approval for NARCAN® Nasal Spray as an Over the Counter (OTC) medication.

Ms. Maragos - CHC (Presented Monthly Reports for the month of May)

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

- Governing Council was requested approval to apply to Illinois Department of Public Health (IDPH) for additional funding of \$300,000 for our School-Based health center.
- Approval of 2023 Medical, BH and Hospital fees and for Dental fees.
- Governing Council approved support of a MOU for the provision of Ryan White related services with the AIDS Foundation of Chicago.
- Proposed changes to the Collaborative Agreement.
- Podiatry Services at the WCCHC.

Chief Medical Officer - CHC (Presented Reports for the month of May)

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

 COVID-19 Updates, Total Daily New Cases, Total Deaths – Illinois (through May 2023), COVID-19 Summary update, update on Brooks Middle School and staffing updates. Dr. Byrd fielded and responded to questions from the Board.

Mr. Conners - EH (Presented a Monthly Report for the month of May)

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

- General Mills announced a voluntary national recall on its flour. Mr. Conners fielded and responded to questions from the Board.
- EH Lab/Water Program/Sewage

Ms. VanderBoegh - FHS (Presented Reports for the month of May)

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

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

- Report of EP&R's activities were provided in the packet for the Board's review.
- The BioWatch exercise testing our sampling and lab abilities took place April 17-18, 2023. The exercise began yesterday with a Local Conference Call to activate Phase 1 Sampling.

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

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

• Mr. Juday will be bringing back the staff newsletter and the external events form.

OLD BUSINESS – NONE

NEW BUSINESS

RESOLUTION #23-26 SURPLUS EQUIPMENT

The WCHD requires disposal and recycling of office equipment, phone equipment, copiers, electronics, televisions, routers and switches, computer related items, and other miscellaneous items from the CHC, Family Health Services, Administration, Behavioral Health, and Environmental Health. The Board of Health approves the disposal and/or recycling.

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

RESOLUTION #23-27 APPROVAL FOR THE TEEN PREGNANCY PREVENTION PROGRAM TIK TOK AND SNAPCHAT DIGITAL MEDIA CAMPAIGN IN JOLIET, IL

Grant dollars have been appropriated for advertising in the Teen Pregnancy Prevention program budget to educate youth in Will County (aged 14-21) about the importance of reproductive and sexual health. The campaign includes targeted ads, for 3 months on Tik Tok and Snapchat in Will County, IL (specifically zip codes 60403, 60431, 60432, 60433, 60434, 60435, and 60436) that will create approximately 1,333,200 impressions. The Board of Health approves the purchase of video advertising with Alpha Media in Will County, IL (specifically zip codes 60403, 60436) in the amount of \$19,998.

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

RESOLUTION #23-28 WELL WOMEN PROGRAM MEDIA CAMPAIGN – SNAPCHAT (FHS)

The Board of Health approves the additional appropriation of funds for advertising in the Well-Woman program budget to educate female Will County residents (aged 18-44) about the importance of women's health and scheduling annual well-woman appointments.

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

RESOLUTION #23-29 TOBACCO CONTROL & PREVENTION MEDIA CAMPAIGN – TIK TOK (FHS)

The Board of Health approves grant dollars appropriated for advertising in the Tobacco Control & Prevention program budget to educate youth about the dangers of tobacco and vape products. The campaign includes 3 months of a 15-second video targeting youth ages 13-24 on Tik Tok and ages 13-21 on Snapchat.

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

RESOLUTION #23-30 MEDICAL, BH, AND HOSPITAL 2023 SLIDING FEE SCHEDULE (CHC)

The CHC provides Primary Care, BH, OB/Gyn, Dental, and Hospital based services and procedures. In keeping with the changes to these usual and customary fees, as well as the sliding fee scales and schedule of discounts for purposes of billing at affordable rates and accessibility of services. The Board of Health approves the adoption of the Will County Community Health Center's sliding fee scales and schedule of discounts as attached, effective January 1, 2023.

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

RESOLUTION #23-31 DENTAL 2023 SLIDING FEE SCHEDULE (CHC)

The CHC provides Dental services and procedures. In keeping with the changes to these usual and customary fees, as well as the sliding fee scales for purposes of billing maximization. The Board of Health approves the adoption of the Will County Community Health Center's Dental sliding fee schedule of discounts as attached, effective January 1, 2023.

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

PROPOSED CHANGES TO CHC/WCHD COLLABORATIVE AGREEMENT

After discussion with the Board a motion was made to approve the changes to the collaborative agreement that was previously approved by the Governing Council.

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

A motion was made at 4:30 pm to go into Executive Session regarding the Collective Bargaining Agreement.

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

OPEN SESSION

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDER:	Ms. Brass
YAYS:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Ms. Coleman, Chief Carey, Ms. Gunnink, Dr. Lipinski,
	Ms. Mackey, Dr. Morales, Dr. Soderquist
NAYS:	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 May.

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

BOARD MEMBERS' COMMENTS/CONCERNS – NONE

PUBLIC CONCERNS AND COMMENTS – NONE ADJOURNMENT

At 5:01 p.m. a motion was made to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Hertzmann
SECONDE	R: Ms. Brass
AYES:	Dr. Terrell, Dr. Reiland, Chief Hertzmann, Ms. Brass, Ms. Coleman, Chief Carey, Ms. Gunnink, Dr. Lipinski,
	Ms. Mackey, Dr. Morales, Dr. Soderquist
NAYS:	None

By: _

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

Mary Kilbride, Executive Assistant Will County Health Department

FY 2023 Balance Sheet Six Months Ending May 2023

	Beg Bal <u>12/1/2022</u>	End Bal <u>5/31/2023</u>	Change
Assets			
Cash and cash equivalents	2,670,356.16	438,625.23	(2,231,730.93)
Investments	12,000,000.00	12,000,000.00	
Receivables	18,816,901.08	551,030.15	(18,265,870.93)
Total Assets	33,487,257.24	12,989,655.38	(20,497,601.86)
Liabilities			
Payables	2,313,597.11	420,804.46	(1,892,792.65)
Due to	2,288,698.32	1. 1 .	(2,288,698.32)
Unearned revenue	986,892.66	1,026,462.50	39,569.84
Unavailable revenue	3,761,542.01	523	(3,761,542.01)
Property taxes levied for future periods	11,005,735.84		(11,005,735.84)
Equity			
Fund Balance	13,130,791.30	11,542,388.42	(1,588,402.88)
Total Liabilities & Equity	33,487,257.24	12,989,655.38	(20,497,601.86)
	÷	-	(4)

Note: These amounts may change during the outside audit, according to accounting guidelines.

FY 2023 Change in Cash Six Months Ending May 2023

0,356.16 9,737.54 3,355.00 0,910.97) 3,795.38)	2,810,387.35 1,250,393.53 (793,359.31)	1,803,763.96 4,148,486.38 (1,295,473.69)	1,281,923.10 2,855,753.72	Apr 2023 628,910.42 2,757,110.13	May 2023 (159,128.93)	Total 2,670,356.16
9,737.54 3,355.00),910.97)	1,250,393.53	4,148,486.38	2,855,753.72	•		2,670,356.16
3,355.00),910.97)			2,855,753.72	•		2,070,330.10
0,910.97)		(1,295,473.69)			2,877,042.22	16,488,523.52
-	(793,359.31)		426.12	(988,307.43)	_,0,,,0,12122	10,400,525.52
8,795.38)		(2,982,175.68)	(1,291,904.98)	(1,064,661.58)	(757,066.94)	(7,870,079.46)
	(1,462,719.46)	(392,677.87)	(2,213,796.98)	(1,491,265.86)	(1,522,221.12)	(8,561,476.67)
	-		-	(_,,,	(1)322,221.12)	(0,501,470.07)
3,355.00)	(938.15)		(3,490,56)	(914.61)		(2,288,698.32)
),387.35	1,803,763.96	1,281,923.10	628,910.42	(159,128.93)	438,625.23	438,625.23
0,000.00	12,000,000.00	12,000,000.00	12.000.000.00	12,000,000,00	12 000 000 00	12,000,000.00
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),000.00	12,000,000.00	12,000,000.00	12,000,000.00	12,000,000.00	12,000,000.00	12,000,000.00
),387.35	13,803,763.96	13,281,923.10	12,628,910.42	11,840,871.07	12,438,625.23	12,438,625.23
	3,355.00) 0,387.35 0,000.00 0,000.00 0,000.00	0,387.35 1,803,763.96 0,000.00 12,000,000.00 - - - - - - - - - - - - -	0,387.35 1,803,763.96 1,281,923.10 0,000.00 12,000,000.00 12,000,000.00 0,000.00 12,000,000.00 12,000,000.00	0,387.35 1,803,763.96 1,281,923.10 628,910.42 0,000.00 12,000,000.00 12,000,000.00 12,000,000.00 0,000.00 12,000,000.00 12,000,000.00 12,000,000.00	0,387.35 1,803,763.96 1,281,923.10 628,910.42 (159,128.93) 0,000.00 12,000,000.00 12,000,000.00 12,000,000.00 12,000,000.00 0,000.00 12,000,000.00 12,000,000.00 12,000,000.00 12,000,000.00	0,387.35 1,803,763.96 1,281,923.10 628,910.42 (159,128.93) 438,625.23 0,000.00 12,000,000.00 12,000,000.00 12,000,000.00 12,000,000.00 12,000,000.00 0,000.00 12,000,000.00 12,000,000.00 12,000,000.00 12,000,000.00 12,000,000.00

* Investments will be update retrospectively in the coming months.

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Note: These amounts may change during the outside audit, according to accounting guidelines.

** Beginning balance changed due to post recording of GovPay and Animal Control cash transfer, Expense Recovery deposits, and prior year correcting entry.

FY 2023 Budget Comparison - Revenue Six Months Ending May 2023

D	Adopted Budget	Revised Budget	Revenue	Target - 50% Percent Realized
Revenue Property Taxes	11,015,000.00	11,015,000.00	700,783.11	6.36%
Toperty Taxes	11,013,000.00	11,015,000.00	/00,765.11	0.30%
Intergovernmental Grants & Contracts				
Administration	1,860,302.00	1,863,302.00	2,358,360.04	126.57%
Emergency Preparedness and Response	398,013.00	419,333.00	106,936.65	25.50%
Environmental Health	1,020,068.00	1,020,068.00	59,791.64	5.86%
Behavioral Health	2,214,170.00	2,303,536.00	773,430.75	33.58%
Family Health Services	4,038,495.00	4,678,300.00	1,866,084.81	39.89%
Community Health Center	4,119,216.00	4,284,551.00	1,642,675.83	38.34%
	13,650,264.00	14,569,090.00	6,807,279.72	46.72%
Licenses, Permits & Charges for Services				
Administration	246,500.00	246,500.00	84,129.80	34.13%
Environmental Health	1,836,000.00	1,836,000.00	1,508,465.07	82.16%
Behavioral Health	3,076,054.00	3,076,054.00	985,696.87	32.04%
Family Health Services	292,300.00	292,300.00	141,933.86	48.56%
Community Health Center	6,137,310.00	6,137,310.00	2,409,889.92	39.27%
	11,588,164.00	11,588,164.00	5,130,115.52	44.27%
Fines and Forfeitures	500.00	500.00		-
Miscellaneous Revenues				
Rental Income	8,400.00	8,400.00	1,400.00	16.67%
Donations/Fundraiser	500.00	500.00	144	0.00%
Expense Recovery	*	100		*
CHC Other: MCO Capitation, Performance	46,800.00	46,800.00	10,782.25	23.04%
Anticipated New Revenues	4,000,000.00	3,091,174.00	2	
Funds On Hand	1,706,439.00	1,696,439.00	5¥5	
	5,762,139.00	4,843,313.00	12,182.25	0.25%
Transfers In	300,000.00	300,000.00	300,000.00	
Total Revenue	42,316,067.00	42,316,067.00	12,950,360.60	34.51%
* Total Revenue used for Revenue Performance % Less: Anticipated New Revenues and Funds on Hand	- 36,609,628.00	37,528,454.00		

Note: These amounts may change during the outside audit, according to accounting guidelines.

FY 2023 Budget Comparison - Expenditures Six Months Ending May 2023

						get - 41.67%
		and a second second	and the set	Second Stream	Remaining	Percent
Expenditures	Adopted Budget	Revised Budget	Expenditures	Encumbrances	Budget	Used
Personnel - Salaries						
Administration	2 605 601 00	2 605 601 00			1 376 005 47	47.400
	2,605,691.00	2,605,691.00	1,228,795.53		1,376,895.47	47.16%
Emergency Preparedness and Response Environmental Health	276,129.00	276,129.00	123,955.23	•	152,173.77	44.89%
	1,587,337.00	1,587,337.00	635,820.30		951,516.70	40.06%
Behavioral Health	4,933,460.00	4,933,460.00	1,563,023.44	-	3,370,436.56	31.68%
Family Health Services	4,469,909.00	4,698,021.00	1,902,481.32	7	2,795,539.68	40.50%
Community Health Center	8,083,233.00	8,143,983.00	3,107,400.85	÷	5,036,582.15	38.16%
Total Personnel - Salaries	21,955,759.00	22,244,621.00	8,561,476.67		13,683,144.33	38.49%
Personnel - Benefits						
Administration	1,052,807.00	1,052,807.00	460,024.88	-	592,782.12	43.70%
Emergency Preparedness and Response	113,036.00	113,036.00	50,728.57		62,307.43	44.88%
Environmental Health	813,178.00	813,178.00	320,410.56		492,767.44	39.40%
Behavioral Health	2,023,116.00	2,023,116.00	590,089.92		1,433,026.08	29.17%
Family Health Services	2,083,380.00	2,141,182.00	883,621.59		1,257,560.41	41.27%
Community Health Center	3,108,575.00	3,117,812.00	1,190,471.74		1,927,340.26	38.18%
Total Personnel - Benefits	9,194,092.00	9,261,131.00	3,495,347.26		5,765,783.74	37.74%
Commodities						
Administration	288,165.00	294,190.00	74,482.41		219,707.59	25.32%
Emergency Preparedness and Response	9,147.00	16,978.57	8,456.57		8,522.00	49.81%
Environmental Health	187,467.00	187,407.00	36,873.75	(5,729.74)	156,262.99	19.68%
Behavioral Health	112,444.00	123,710.00	6,193.57	-	117,516.43	5.01%
Family Health Services	255,123.00	251,548.00	48,982.00	+	202,566.00	19.47%
Community Health Center	1,739,889.00	1,747,030.74	723,634.32		1,023,396.42	41.42%
Total Commodities	2,592,235.00	2,620,864.31	898,622.62	(5,729.74)	1,727,971.43	34.29%
Contractual Services						
Administration	1,126,863.00	1,123,838.00	502,852.46	45,466.30	575,519.24	44.74%
Emergency Preparedness and Response	27,840.00	41,328.43	20,347.98		20,980.45	49.23%
Environmental Health	190,209.00	190,269.00	33,288.06	(449.00)	157,429.94	17.50%
Behavioral Health	1,236,279.00	1,314,379.00	328,176.78		986,202.22	24.97%
Family Health Services	239,473.00	596,939.00	74,074.96		522,864.04	12.41%
Community Health Center	1,388,103.00	1,466,309.26	448,053.69		1,018,255.57	30.56%
Total Contractual Services	4,208,767.00	4,733,062.69	1,406,793.93	45,017.30	3,281,251.46	29.72%
Constant Quality						
Capital Outlay	40.000.00					
Administration	10,000.00	10,000.00		-	10,000.00	-
Community Health Center	355,214.00	355,214.00	176,523.00		178,691.00	49.69%
Total Capital Outlay	365,214.00	365,214.00	176,523.00	-	188,691.00	48.33%
Other Expenditures - Anticipated New						
Administration	4,000,000.00	3,091,174.00			3,091,174.00	
Total Expenditures	42,316,067.00	42,316,067.00	14,538,763.48	39,287.56	27,738,015.96	37.07%
			-			07.0770
* Total Exp for Expense Performance %	38,316,067.00	39,224,893.00				

Note: These amounts may change during the outside audit, according to accounting guidelines.



Administrative Services Division Report Elizabeth Bilotta June 2023

Administration BOH Report - provided by Cindy Jackson, Director of Admin Services

FACILITY UPDATES

Policy Updates: In May three (3) Administration policies regarding the facilities were updated.

- The Personal Items Policy (ADM-016) was updated to restrict the use of any personal extension cords in the facilities. This policy outlines that no furniture, rugs, or personal heating devices can be brought into the facilities.
- Office Air Temperatures Policy (ADM-017) was updated to include the OSHA recommended range of temperature that facilities should be maintained at (68-76 °F) and what you should do if the temperatures in your workspace have strayed outside of this range. This policy also restricts the use of portable space heaters and electric blankets.
- Client Refund Policy (ADM-018) was updated to simplify the instructions for issuing refunds.
- In June, the Employee Parking Policy (ADM-003) will be updated to include some additional safety considerations and restricted parking areas on the Joliet campus.

<u>NBO</u>: The NBO lease will be expiring on December 31, 2025. Administration has met with the County Executive and the County Facilities Department to discuss a potential new space for the North Branch Office. We have been exploring options and have toured a potential new space.

The current NBO facility has been a challenge to manage. The space was not customized with a focus on certain safety measures to avoid mishaps (number of exterior doors (6), keying of the building, numerous hallways, very segregated spaces, etc.). The NBO staff has grown, and we are out of space to accommodate growth. In fact, we had to turn the WIC classroom into an office space, which has left us with no large space to host meetings and staff trainings.

<u>CHC</u>: The landscape was updated in early June to give the CHC a fresh updated look.

SAFETY UPDATES

- Facility safety audits were completed in April. Corrective action reports were sent to all Directors. Facility safety walk-throughs will be completed quarterly. The next audit will be completed in July.
- The safety handbook revisions have been completed. The handbook has been shared to the safety committee for review. Next, it will go to the union representatives and division directors prior to an all-employee release.
- Exterior door identification has been added to all CHC, NBO and EBO doors to improve emergency response communication. This was completed with vinyl lettering.
- The Weapons in the Workplace policy was approved by the labor law attorney. Anticipate all employee roll-out in June.
- No weapons signs have replaced the no guns signs at all facility doors.
- Panic button policy revision has been updated to include the new panic buttons at the CHC in the new Behavioral Health suite in CHC. This policy is pending approval.
- Fire drills held at Joliet facilities on May 8th.
- June is National Safety Month. Weekly communication will be conveyed to all employees via TEAMS and/or email.
- Safety committee reviews monthly incidents at each meeting. Now in electronic form, reports are easily generated to support identifying safety concerns and trends. April and May reports included.





WCHD AND CHC INCIDENT REPORT SUMMARY (NOV. 2022 THROUGH MAY 2023)

Finance - BOH Report - provided by Denise Bergin, Director Finance & Grant Management

In addition to agency deposits, monthly and quarterly grant expenditure reporting:

- State Fiscal Year 2024 grant applications continue to be completed as issued by the state. All continuing Department of Human Services (IDHS) and several Department of Public Health (IDPH) grant applications have been submitted. State fiscal year 2024 begins July 1, 2023.
- We are working with Baker Tilly, the accounting firm selected by Will County to perform the required annual audit, on compliance testing of three Health Department grants selected as major federal programs for the CFY22 Will County Single Audit Report. Selected grants include the WIC grant, with federal expenditures of \$1,685,685, the Community Health Center grant with federal expenditures of \$2,388,966, and the Community Health Center ARPA grant with federal expenditures of \$1,180,880. Compliance requirements to be tested include, but are not limited to, allowable activities, allowable costs, cash management, client eligibility, procurement, and reporting.
- The County Fiscal Year 2024 budget draft has been submitted to the Will County Finance Department. The initial meeting to review and discuss with Will County Finance Department and Executive Office representatives will be on June 21, 2023.
- The 2022 Medicare cost report has been submitted. Federally Qualified Health Centers are required to complete annual cost reports, which detail cost, staffing and utilization data.

Health Equity BOH Report - provided by Robert E.F. Dutton, Health Equity Manager

Our health equity efforts have continued to make progress in the community by establishing trust and working side-byside with trusted messengers such as community-based organizations, faith-based organizations, local appointed officials, and other community partners in Will County. Other activities include:



- Completed a total of 489 Well-Being Surveys.
- Distributing vaccination information, COVID-19 test, PPE equipment (M95 face mask and hand sanitizer) at local ethnic grocery stores, community's centers, faith-based organizations, and local businesses to expand our education efforts and show support for the business community.
- Established relationships with apartment complex property managers and senior assisted living facilities that
 agreed to provide vaccination information, WCHD Resource Guides, COVID-19 test kits and PPE equipment to all
 residents in Bolingbrook, University Park, Forest Park, Richton Park, and Joliet.
- Looking to spread our outreach to Wilmington, Monee, and Braidwood. WCHD Family Health Services Mass Vaccinations continue to provide COVID-19 vaccinations at local senior citizen centers and ARISE coalition partner facilities.

The Health Equity team is in the planning stages of organizing community health equity festivals in Joliet, Bolingbrook, and University Park. These events will host health care services, WCHD, food truck and street vendors, employers, activities for children and a Fun Walk/Run, and we are currently looking to get corporate sponsors. Residents in Will County are taking notice of our presence in the community. These interactions and conversations are marking a difference. We are receiving positive feedback from our efforts to engage the community in vaccination and other health equity related discussions and connecting them to needed services/resources. Our health team will be welcoming 2 new health navigators on June 26th and we are still looking for additional health navigators to join the team.

The Will County Health Department 's Heluna Health Activating Relationships in Illinois for Systematic Equity (ARISE) grant to advance community resilience, well-being, and equity has been amended with an additional \$40,000 to support salary and fringes to facilitate the grant objectives. In addition, the grant period was extended to January 31, 2024. A resolution is included in the packet to appropriate some the funds into the FY23 budget.

Human Resources – BOH Report – provided by Stacey Knack, Director of Human Resources

Update: HR now has an intern named Lauryn Glossett, who just finished her first year of college. She attends Western Illinois University and is majoring in Health Services Management. We are excited to have Lauryn for the next three months.

Recruitment: Our Job Fair was on May 24th. We had a total of 23 attendees and 14 who completed applications. Our Job Fairs are new for us; this is only our second one.

Union: We are currently working on updating a few policies (Separation Policy, Dress Cody Policy, and Pay Policy) And updating job descriptions for the entire agency.

ITT- BOH Report – provided by Anthony Melei, Director ITT ITT PROJECT UPDATES

Call Center Project: Ted Strejcek, Information Systems Specialist II—Telecommunications, is collaborating with Kristi Cage, Operations Coordinator, to provide a better experience for our clients calling into the agency. ITT has implemented the Taske Call Center application and Avaya Call Center elite for Call Center Operations. Working with Kristi's recommendations Ted is actively changing the Avaya Auto Attendants, call menus and call routing to improve the client experience and researching any caller complaints reported regarding the phone system.

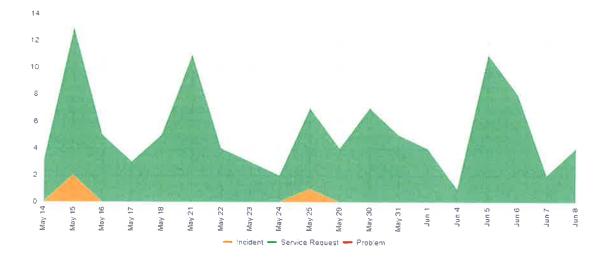


User Account Management, Onboarding and Changes: Jillian Carlisle, Information Technology Specialist III, and Stacey Knack, Director of Human Resources, have collaborated to improve onboarding employees. They have developed an automated notification process to onboard employees, so that user account credentials are in-place when the employee arrives for their first day of work. Also, the process, incorporates employee changes and terminations, so that user-accounts are updated appropriately.

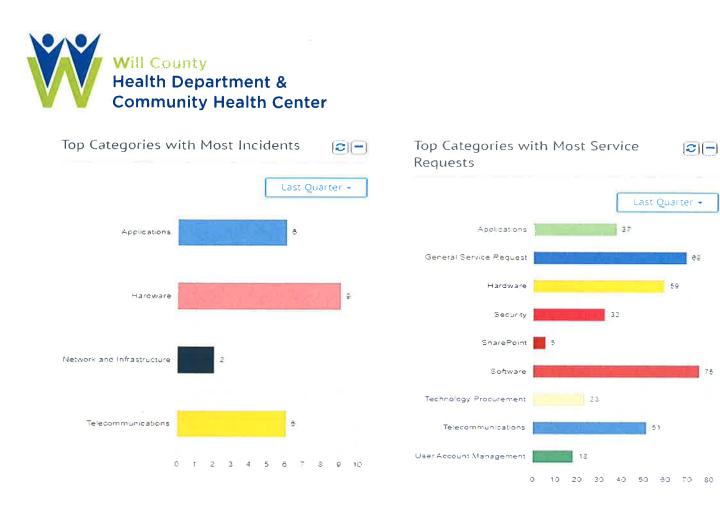
Multi-factor Authentication (MFA): Jillian Carlisle, and James Baumhardt, Security Analyst intern, are implementing MFA for all employees logging in to our systems. This is a Will County initiative and is also required for the Health Department's security initiatives.

Community Health Center, Brooks Middle School Network: Jillian Carlisle, Information Technology Specialist III, and Daisy Fajardo, Information Technology Specialist II, are working on upgrading the Brooks Middle School network and deploy computer equipment. ITT implemented a temporary solution for this location, while we were waiting for the permanent network equipment to arrive. Once the network is in place, Brooks Middle School will function more like a branch office, rather than a remote site.

Network Upgrade CHC building: Jillian Carlisle, Information Technology Specialist III, is working with vender Presidio Technology, to upgrade the CHC network, due to the recent remodeling projects. The network equipment was recently delivered, and we are beginning to plan the installation in August 2023. The Community Health Center will have a State-of-the-Art network refresh for their operations.



Work Order System Statistics: Work Items Completed - Last 30 Days



Compliance Report - provided by Armando Reyes, Compliance Officer

Development WCHD Compliance Plan: In the process of developing a WCHD Compliance Plan. A compliance strategic plan allows WCHD to identify the necessary actions of the Health Department so it can meet all the regulatory requirements for operations.

Compliance Committee: The WCHD and CHC Compliance committee will be restarting on June 22, 2023. Revisedmembership has been established. Highlights of the tentative agenda items are:Chair: Armando ReyesCo-Chair: Carol Ricken

- Overall WCHD and CHC Compliance overview.
- WCHD and CHC Policy & Procedures.
- Development of Universal Consumer Complaint Policy and Procedures.
- Critical Incident Reporting update

Critical Incident Reporting: Continue to track and monitor Critical Incident reports for the Health Department. Work with the Safety and Risk Reduction Officer to analyze reported incidents.

Division of Behavioral Health Programs: Continue to coordinate and work with the Behavioral Health Substance Treatment program for the DHS-Substance Use Prevention & Recovery (SUPR) Audit in July 2023. Preparing for the Commission on Accreditation Rehabilitation Facilities (CARF) survey for September 2023. No set date

Preparing for the Commission on Accreditation Rehabilitation Facilities (CARF) survey for September 2023. No set date has been announced form CARF.

Will County Health Department & Community Health Center

SAFETY UPDATE

JUNE 2023

June is National Safety Month. Each week we will be providing information and resources that you may find useful at work and in your personal life. Our topics draw from observations throughout our facilities, employee suggestions, personal safety and ideas from the National Safety Council.

WEEK 3--Hazard Recognition

One of the root causes of workplace injuries, illnesses, and incidents is simply the failure to identify or recognize hazards that are present. Another is not anticipating or preparing for potential hazards or injuries.

The Agency has taken measures to identify and prevent hazards and provides tools to keep employees safe. Below are several preventive safety measures in place throughout the Agency:

- Agency Safety Committee
- Safety Handbook
- Safety measures and practices as required by accreditation agencies, CARF (BH) and Joint Commission (CHC)
- Quality improvement initiatives
- Positions of Director of Administrative Services and Safety and Risk Reduction Officer
- Security staff
- Evaluating workplace incidents for trends and safety improvement needs
- Facility walkthrough assessments
- Employee awareness and reporting of safety concerns

We all want to remain safe and avoid injuries. As employees we can contribute to a safe workplace by the following:

- Be mindful of your work environment—wet floors, cords, clutter, client and visitor traffic, parking lot activity
- Take your breaks—keep your mind fresh and sharp
- Report unsafe conditions—immediately. Flooring, furniture, cables and cords, leaks or spills, suspicious individuals.
- Concerns can be reported to your supervisor, maintenance, security, or the safety
 and risk reduction officer at <u>cricken@willcountyhealth.org</u>.
- Need to report an incident at EBO or NBO? Make sure to notify the Branch Office Liaisons:
 - EBO: Amanda Musgrove, <u>amusgrove@willcountyhealth.org</u>, 708-534-5756
 - NBO: Jennifer Scanlon, jscanlon@willcountyhealth.org, 630-679-7001
- Be responsible for your own safety—follow safe practices, don't hurry, and ask for help when needed.

Meet the Safety Committe Members

- Stacy Baumgarten (CHC) x7375
- Phil Jass (CHC) x7355
- Maria Cordova (BH) x5902
- Kendra Coleman (FHS) x7313
- Joan Stefka (FHS) x7312
- Jennifer Scanlon (FHS NBO) x7001
- Luke Sliker (EH NBO) x7011
- Amanda Musgrove (EH EBO) x5756
- Mary Martin (EH) x8778
- Katie Weber (ADMIN) x7627
- Armando Reyes (ADMIN) x8806
- Cindy Jackson (ADMIN) X8824
- Carol Ricken (ADMIN) x5916





Joseph E. Troiani, Ph.D., CADC Director, Behavioral Health Programs June 2023

- 1. The Behavioral Health check deposits for the month of May 2023 came to a total of \$287,626.56. As of June 13^{th,} deposits are at \$14,873.17.
- 2. The current Wait Times for Non-Emergency Behavioral Health Services by Service are:
 - Adults: 3 Week Wait for Orientation Group Adult Psychiatry (Community Health Center)
 - Children & Adolescents: 3 Week Wait for Orientation Group C&A Psychiatry: 1 Week Wait
 - Substance Treatment Options Program (STOP): No waiting for services.
- 3. Update on the School Based Mental Health Program (YESS):

The School Based program started with 4 staff in August of 2022. The staff began the school year only at Joliet Township Central and West High Schools and through the year added seven more schools (Kelvin Grove, Hadley Middle School, Oak Prairie, Homer Junior High, Laraway, Peotone Middle School and Peotone High School). With the additional schools, we needed to "borrow" 3 staff from other Behavioral Health Programs. With the addition of the "borrowed" staff the School Based Program was able service 270 Will County students on a weekly basis.

Some of the presenting problems consisted of school issues, depression, anxiety, grief, human trafficking, anger, family dynamics, and substance abuse. Staff continues to see students during school breaks and school holidays to maintain continuity of care. The students are offered the opportunity to continue therapy throughout the summer. Whether they utilize therapy during summer, the students' services will resume when school returns in the fall.

There have been many benefits of being in the schools. The staff assisted with students getting into therapeutic schools. They have assisted with getting services for a student with anger issues and a desire to do harm. They have assisted with a student getting proper treatment for sex trafficking. All the clinical staff assisted with getting therapeutic services to students that otherwise would not have had the opportunity to utilize services due to circumstances beyond their control such as family time constraints, finances or transportation.

During the summer months the school-based staff provide transitional services for the students entering and exiting high school as well as therapeutic services to the students that want to continue therapy throughout the summer.

4. Update on the Substance Treatment Outpatient Program (STOP):

The Substance Treatment Outpatient Program (STOP) headed by William (Bill) Karmia MA, LCPC, CSADC, Behavioral Health Program Manager, continues to provide intensive outpatient substance use counseling services and continuing care outpatient substance use counseling services to the residents of Will County.

Programming for intensive outpatient substance use counseling services are provided three times weekly at the Behavioral Health Department on Monday, Wednesday, and Friday; from 9:00 a.m. to Noon., and continuing care outpatient substance use counseling services are provided on Thursdays from 11:30 a.m. to 12:30 p.m.

5. Update on the Clinical Training Program:

In Behavioral Health we are proud to announce that another highly successful academic year of the Clinical Training Program is ending. The program attracts the best and brightest students from the following universities and professional schools:

- Adler University
- Aurora University
- Illinois School of Professional Psychology at National Louis University
- Lewis University
- Midwestern University
- Roosevelt University
- St. Francis University
- The Chicago School of Professional Psychology
- Wheaton College

Number and Types of Students:

- Doctoral Interns 1
- Doctoral Therapy Students 4
- Doctoral Testing Students 4
- Master level Therapy Students 6
- Master level Social Work Students 2
- Bachelor level Social Work Students -2
- Psychiatric Nurse Practitioners 3

The ways we measure training success include:

- We give a survey to the students to evaluate the training site.
- We look at the number of hours students and interns spend servicing our clients.
- We look at the revenue generated by the students.

- We look at the staff evaluations of the students. (The supervisors evaluate the students using an evaluation form to make sure they pass all the areas of training.)

Collectively, the students generated \$232,118.00 in billings for this academic year. We continue to have high expectations for the upcoming academic year training year (Academic Year 2023/2024) which starts mid-August 2023.

- 6. Update on the Adult Outpatient Mental Health Program:
 - In the last six months we have had three retirements and one resignation of a 17-year Mental Health Counselor III because of relocation to Texas.
 - We are currently recruiting for two full time (2.0) FTE Mental Health Counselor IIs & 1 FTE Mental Health Counselor III.
 - Current clinical staff are at 3.0 FTE MHCII which puts the staff at 50% strength level.
 - One position is posted and waiting for the other two be posted to go through the bidding process. We have two candidates who are interested but have to wait for the bidding process to be completed.
 - Adult patients who are going thru the intake and orientation process are now being put on a waiting list until we can successfully recruit and hire staff.
- 7. We have been successful in recruiting the following new hires:
 - Brianna Stelmaszek MHC II for MCR
 - Virginia Rodriquez MHC II C&A (Spanish Speaking)
- 8. Report on the Crisis Response Program (Program 590):

Crisis calls are being managed 24/7/365.

Current Staffing Status of Program 590:

- 2.0 FTE Engagement Specialist
- 1.0 FTE Engagement Specialist
- 1.0 FTE Access to Care Specialist

Open Staff Position that We are Recruiting:

- Program Coordinator 1.0 FTE
- Engagement Specialist 1.0 FTE
- Access to Care Specialist 1.0 FTE
- Crisis Response Specialist 10.0 FTE (three shifts)

9. Substance Use Initiatives Report:

Summary Totals Per Year	2020	2021	2022	2023
Coroner last entry 5/31/23				
Opioid Overdose Deaths	83	111	112	29
Overdose Reversals	123	84	51	38
Fentanyl Test Strips	N/A	N/A	1563	350
Got Naloxone Locations	N/A	243	754	299
Naloxone Kits Distributed to public	3259	4630	6,002	3429
Micro pantry Distribution	N/A	1469	605	265
Methadone Clinic Distribution	264	450	370	108

What's New:

Partnership with Joliet Fire Department to provide Substance Use Services – STOP and Naloxone Plus

Will County Adult Detention Center has begun Medical Assisted Treatment (MAT) for Individuals entering the jail with an Opioid Use Disorder. Family Guidance will provide methadone, Vivitrol and Suboxone.

Mark your calendars:

Your Light Still Shines celebration of National Overdose Awareness Day (August 31st) will be held on August 23, 2023, at Parkview Church in New Lenox

Employee Lunch and Learn Narcan Training at the WCHD Community Room on the following dates: June 23rd; June 27th and July 14th at 12 Noon to 1:00pm. All Board Members are welcome to attend one of the sessions. If interested contact Dr. Kathleen Burke at kburke@willcountyhealth.org

- 10. The following accreditation, licensing, and certification surveys are expected in the coming months:
 - The tri-annual Medicaid survey is anticipated to occur sometime in late summer or early fall. This survey is conducted by the Illinois Department of Human Services (IDHS), Bureau of Accreditation Licensing and Certification (BALC).
 - The Illinois Department of Human Services Division of Substance Use Prevention & Recovery (SUPR) Licensing Survey. The virtual SUPR tri-annual licensing survey that will take place starting on Wednesday - July 19th and will conclude on Friday - July 21st.

• The tri-annual Commission on Accreditation of Rehabilitation Facilities (CARF) Accreditation survey is tentatively scheduled for the month of September 2023. We will be notified of the specific dates during the next couple of months.

Respectfully Submitted,

a.

Joseph E. Trojani

Joseph E. Troiani, Ph.D., CADC Division Director



Mary Maragos CEO, Community Health Center June 2023

IDPH Approved the application for continued SBHC Funding! We received notice from IDPH that our application for School Based Health Center funding for July 2023 through June 2025 was approved. The total grant amount is \$210,000 over 2 years. As this will only cover the salaries for two support personnel, we plan to bill insurances for services to generate enough revenue to support the program.

Innovation award from CareMindr for our successful home blood pressure monitoring program! Our team was asked to present at a national on-line forum on the topic, "Beyond NHCI (National Hypertension Control Initiative) – Sustaining your Program Through Value-Based Care." The Innovation Award for Excellence in Patient Care Outcomes that we received acknowledges "the significant number of positive patient results that our program continues to achieve, as part of the National Hypertension Control Initiative." The American Heart Association projects we have averted numerous strokes, heart attacks and related treatments, and have prevented over \$700,000 in healthcare event costs.

Patient Target from HRSA: This month we received notice of our patient target number from HRSA, based on previous performance and grant deliverables. The number is 14,995, the same as for CY2022. If this number is not reached, we will incur a penalty in the form of a percentage off our 330-grant award. At this time, we are on target to reach our goal.

Lease Agreement and Pharmacy Services Agreement with Genoa Pharmacy – The Governing Council gave its approval of a Lease Agreement with Genoa Pharmacy, for on-site pharmacy services within the Joliet WCCHC. The Agreement is for \$950/month for 3 years. Each year the monthly cost will increase by 2%. Language has been approved by attorneys from both parties. The Will County Executive has signed the agreement. The next step is a Pharmacy Services Agreement which stipulates the terms for participation in our 340b prescription drug program. We will be asking the Governing Council for its approval of this Agreement at the July meeting.

<u>HealthChoice Illinois/Illinois HFS Collective –</u> We have been invited to join a statewide Collaborative of Illinois Medicaid and Medicare providers, including ambulatory providers, hospitals, and long-term care providers. Data will be collected from each and shared on a portal, to communicate our patients' hospital admission and discharge information. The goal is improved care coordination and clinical outcomes. More information about this will be forthcoming.

Legislative Updates – With gratitude for the many efforts on the part of the IL Primary Healthcare Association, the IL legislature approved a significant increase in the Medicaid and Medicare encounter rates for FQHCs in CY2024, approximately 10% higher than that of CY2023.

<u>Submission of the FTCA renewal application -</u> The Federally Supported Health Centers Assistance Acts of 1992 and 1995 provide that certain persons, referred to as covered individuals (i.e., governing board members, officers, employees, and certain individual contractors) of Federal Tort Claim Act covered entities (such as health

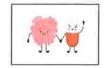
centers that receive section 330 FQHC funds and have been approved for coverage or "deemed") be treated as Public Health Service employees for purposes of medical malpractice liability coverage. Covered activities are acts or omissions in the performance of medical, surgical, dental, or related functions resulting in personal injury, including death, and occurring within the scope of employment (and within the approved scope of project). This means that a covered entity or individual is immune and will not be financially liable for any claims arising from covered activities. Congress' intent was to increase the availability of funds to health centers to provide primary health care services by reducing or eliminating health centers' malpractice insurance premiums. Annually we are expected to re-apply for this coverage and provide documentation to HRSA of provider licensure, continuing education, fitness for duty, and compliance with credentialing, among other requirements. At its June meeting, the Governing Council gave its approval to submit this application.

IDPH Family Planning grant – The IL Dept. of Public Health has awarded the CHC \$250,000 per year for 2 years for family planning services. This grant is federal pass-through funding, meaning it originates from the Federal Dept of HHS to the IL Dept of Public Health and is awarded to 38 agencies throughout Illinois. With it we can provide visits for family planning and testing for sexually transmitted infections, health education, and supply contraceptives to uninsured patients. Minors at least 12 years old can be seen without parental permission. This is \$10,000 per year more than our previous funding. We are prohibited from providing any abortion services. At its June meeting, the Governing Council gave its approval to reapply for this grant and participate in this program from July 1, 2023, through June 30, 2024. Also approved was the Sliding Fee Scale and the 2023 Schedule of Fees for Family Planning, to allow for discounts for patients with incomes at 250% or less of the federal poverty limit. Our medical, dental, BH, and hospital sliding fees provide discounts for those with incomes at or less than 200% of the federal poverty limit, per HRSA guidelines. We ask the Board of Health for its approval of the Sliding Fee Scale and the 2023 Schedule of Discounts for Family Planning.

MMaragos 6/12/23



Jennifer Byrd, MD, FAAFP CMO of the Community Health Center (CHC) June 2023



- 75 total patients

MAT Program:

- 2 new patients per week
- 5 prescribers
- Update: prescribing Suboxone *no longer requires* a secondary DEA number ("Data-Waiver"/"X-waiver"). This shift in the federal Consolidated Appropriations Act *removed* the requirement to take a course and apply for a secondary DEA number in order to prescribe.

This will allow for more providers to prescribe Suboxone, thus reaching a larger Substance Use Disorder patient base.

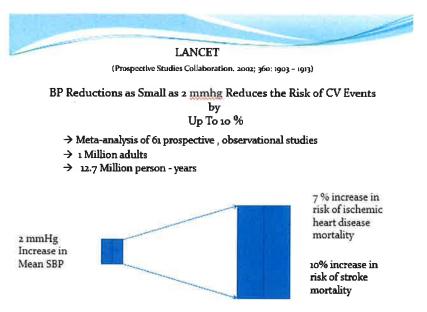
Self-Monitoring Blood Pressure (SMBP):

- Recap: This program is a part of the National Hypertension Control Initiative
- Patients are enrolled through a simple referral to our RN-Champion, and are thereafter signed up for the program.
- The patients receive a *free* home blood pressure monitoring kit that is blue-tooth enabled; this device automatically downloads the patients' blood pressure readings into our Electronic Health Record.
- Our RN-Champion monitors the readings daily, reports information to the provider of record (for medication titration or other interventions), and generates reports.
- 535 enrolled patients
- 461 active patients
- Results (% of patients with Blood Pressure under control):

<u>2021</u>	<u>2022</u>	<u>2023</u>
45.49%	56.92%	66.67%

- Thus, progressive improvement of our patients' Hypertension status

- Significance:



Staff Training & Educational Opportunities:

- 6/14/2023: Injection training for Invega Sustenna (long-term injectable antipsychotic)
- 7/12/2023: Injection training for Vivitrol (long-term injectable for Alcohol and Opioid Cravings)
- Long range (3-6 months): cross training for all staff
- MedTrainer: electronic online platform to train staff on all topics

Supporting your business so you have time to support your patients



Staffing:

- There continues to be a paucity of Certified Medical Assistants in the health center
 - * 13 open positions
 - * 26 screened over the last 2 3 weeks
 - * 10 interviewed
 - * additional temps being requested
- Behavioral Health Manager
 - * 1 open position
 - * 2 interviewed
 - * 1 will receive a secondary interview by the CEO

- *L.P.N*.

- * 2 open positions
- * 4 interviewed
- * 1 job offer pending

- Family Medicine Physician

- * 1 open position
- * Interviewed, both parties interested
 - checking references
 - second interview with CEO pending



Sean Conners Director of Environmental Health June 2023

FOOD PROGRAM

- The U.S. Food and Drug Administration announced that the National Academies of Sciences, Engineering, and Medicine (NASEM) External Link Disclaimer will conduct an independent study on challenges in supply, market competition, and regulation of infant formula in the United States. The study will explore the current state of the U.S. infant formula market, including the diversity of manufacturers; the types of formulas they produce (e.g., non-specialty or specialty, powdered or liquid); manufacturing facilities, production, and production capacity; the amounts of infant formula produced domestically, and the amounts imported; and other characteristics.
- 2. GRAND RAPIDS, Mich., May 23, 2023 Meijer, in conjunction with its supplier, Lamontagne Chocolate Corp., announced a recall of Frederik's Dark Chocolate Almonds and Meijer Express Go Cup Dark Chocolate Almonds because they may contain undeclared milk. The recall includes stand-up pouches carried at Meijer stores and to-go cups carried at Meijer Express locations in Michigan, Indiana, Illinois, Ohio, Kentucky, and Wisconsin.
- 3. CHICAGO The Illinois Department of Public Health (IDPH) is working with local health departments, the CDC and the U.S. Department of Agriculture's Food Safety and Inspection Service (USDA-FSIS), to investigate an outbreak of Salmonella infections linked to ground beef. A source of the ground beef has not yet been identified, but public health officials urge Illinois residents to follow safe food handling steps when preparing and eating ground beef. Illinois public health officials have identified twenty-six confirmed cases in Illinois. Cases are reported in Chicago as well as Cook, DuPage, Kane, Lake, McHenry, and Will counties.
- 4. A BBQ restaurant in Joliet had their permit suspended due to an infestation of mice that was observed during a routine inspection. During their closure period ownership performed a "deep clean" of the facility to remove all identified droppings, reduce clutter by removing unnecessary items, and increased their pest control visits from the licensed Pest Control Operator (PCO). The permit was reinstated after our department completed an in depth follow up inspection documenting significant improvement. The facility has been placed on a weekly follow up inspection schedule until further notice.

EH LAB / WATER PROGRAM / SEWAGE

- The EH laboratory saw an increase in samples for potable water, beaches & pools, and nitrates in the month of May. The EH Laboratory has begun collecting the second round of samples for Individual Mechanical Systems (IMS) of all our permitted discharging systems.
- 2. EH collected \$11,709.00 in fees in the Water Program. This is an increase of \$7,659 from the month of April 2023.

3. Sewage program activities increased in the month of May 2023, with increases in sign offs, new permits for chamber / EZ flow systems, septic tank repair permits, verification of existing systems, and subdivision plan review.

OTHER

- The Will County Health Department received 64 Freedom of Information Requests (FOIA) in the month of May. The Environmental Health Division received and completed sixty of those sixty-four FOIAs in the month of May.
- The EH has hired three summer interns and they started on May 30th. The summer interns do work in the Swimming Pool & Beach Program and the West Nile Virus Program. The summer interns perform their duties under the supervision of our sanitarians and program coordinators. Will County has approximately 150 pools and beaches, and the inspections for the season have begun. The summer interns are collecting bi-weekly samples for all our beaches, and swimming pools licensure inspections will begin in July.
- Tierra Boston, Erica Hildreth, and Sean Conners attended the Annual Larvicide training hosted by the Illinois Department of Public Health (IDPH) on May 4, 2023, in Darien Illinois. The training provides updates from IDPH regarding the West Nile Virus program and the opportunity to collaborate with the surrounding county health departments & mosquito districts in northern Illinois on how they are implementing their West Nile Virus programs.
- The Illinois Department of Public Health (IDPH) has confirmed the first three batches of mosquitoes to test positive for West Nile virus in Illinois in 2023, all three batches from Cook County. The North Shore Mosquito Abatement District collected a positive batch of mosquitoes in Evanston on May 30 and the Northwest Mosquito Abatement District collected two positive mosquito batches on May 31 in Park Ridge. No human cases of West Nile virus have been reported so far this year. The Will County Health Department, Environmental Health Division has collected two dead birds and are awaiting the results from IDPH.



Georgia VanderBoegh Director of Family Health Services June 2023

IMMUNIZATIONS CLINICS

Our homebound vaccination program continues to be popular. In May, our Immunizations Clinic RNs visited 11 homebound clients and administered 14 vaccinations, including 6 COVID vaccines, 7 shingles vaccines, and 1 pneumonia vaccine. Also, our Travel Immunizations Clinic continues to see an increase in vaccinations. In May 2022, we administered 23 travel vaccines, but in May 2023, we administered 42 travel vaccinations. Many of these clients are traveling to Africa, but we have also vaccinated clients going to Bosnia, South America, the Middle East, and the Philippines.

HIV/PrEP/STI

Our staff continue to do HIV testing at Joliet Junior College, River Valley Detention Center, and Riverwalk homes. In May, staff performed 18 total HIV tests and found 1 new HIV case.

In May, two PrEP patients were administered the injectable PrEP medication called Apretude. This marks the first 2 patients to receive Apretude as an option for HIV Prevention. Injectable Apretude will be offered along with the current pill form of PrEP that we have offered for the last 5 years in our PrEP clinic at the Community Health Center.

WELL WOMAN (WW)

surrounding communities for the Well Woman grant.

Outreach & Events

Well Woman staff have been busy attending events and providing outreach. On May 1st, Well Woman staff met with the JJC Vice President and are excited about the new partnership formed between the college and the Well Woman program. Staff was able to provide WW educational materials such as resource guides, as well as bus vouchers for female students and staff impacted by a transportation barrier in making their preventative care visit. On May 2nd, WW staff assisted, along with the Safe Communities Coalition, with the promotion of the event **"Teen Dating Violence, What You should Know and Help Prevent"** at the New Lenox Village Hall. Presenters were from Guardian Angel Domestic Violence Services. Staff provided Well Woman and other WCHD resources at a table during the event. On May 24th, WW staff attended the **Women and Mother's Day Health Fair at Riverwalk Home's**, coordinated by Holsten Capital Development. Staff had a table at the event and provided WW materials as well as other women's health related WCHD materials. In addition to attending these events, WW staff created an ad for the **Village of Monee Summer Newsletter**. This ad promotes the importance of WW visits to the residents of Monee. The newsletter has a distribution to roughly 5,000 residents. There is a resolution later in the agenda asking for approval to purchase digital ads in Joliet and

TOBACCO CONTROL & PREVENTION (TC&P)

<u>CONFERENCES</u>

Staff attended the "Second Annual ToPCon: A Tobacco Prevention Conference" virtually from May 8th to May 10th. During this conference, staff attended sessions on tobacco prevention strategies and initiatives in communities across the United States. The conference also focused on doing this work through an equity lens and tailoring strategies towards different marginalized communities.

Last month, TC&P staff prepared and submitted an abstract for American Public Health Association's Annual Meeting in November. This abstract showcases the initiatives, with CATCH My Breath in Wilmington, with their Tobacco-Free Teens group, assessing the effectiveness of our program implementation there. Staff will find out in June about acceptance and will prepare a presentation for this conference accordingly. We hope to attend and represent our agency.

NACCHO 360 Conference

Two Community Health Educators working in our Tobacco grant have been invited to attend the NACCHO 360 conference in Denver, Colorado July 10-13. This is the annual 'NACCHO 360' conference hosted by the NACCHO organization. Our staff were awarded a full-ride scholarship for participating last fall in a listening session with NACCHO, talking about our tobacco program initiatives, successes, data, funding source, challenges, etc. NACCHO utilizes the information gathered during the listening sessions to improve their technical assistance materials & opportunities. Our staff were invited to participate in the listening session because our former tobacco CHE, Dan Hamilton, moved to Washington D.C. and currently works for NACCHO in their Tobacco portfolio. He was aware of all the work we do and he wanted us to have an opportunity to showcase the work at the conference.

ALL OUR KIDS (AOK) GRANT

Early Childhood Mental Health Training:

The AOK Early Childhood Conference was on May 12th at Lewis University. The Keynote speakers presented by Karin H. Spencer, Ed.D. and Heather L. Walter, Ed.D., Education and Wellness Consulting presentation was titled "Rewire Your Brain For Well-Being: A Positive Psychology Approach to Well-Being". Staff gained the strategies, skills and knowledge on how to take care of their mental well-being while caring for others, as well as 2 Continuing Education Unit's and a certificate following the conference. Three breakout sessions were also attended by staff: *How Is Your Well-Being, My Friend?, Light Up Your Brain!, and Wellness Coaching.*

Ages and Stages Questionnaire (ASQ)

Developmental screenings are being done both virtually, and in-person, throughout the county. Screenings can be scheduled online, and performed online or over the phone, if necessary. See training calendar at https://www.svcincofil.org/?page_id=701 for more information.

In-person screenings can be scheduled at Easter Seals of Joliet, <u>https://www.easterseals.com/mtffc/asq/</u> or by contacting Governors State University Family Development Center, Catholic Charities Healthy Families, Joliet School District Marycrest Early Childhood Center, and Joliet Junior College Early Childhood Center. Contact info is on our website and at <u>https://willcountyhealth.org/wp-content/uploads/2022/08/ALL-Our-Kids-2022-2023-aok-resource-guide-final-8.29.2022</u>.



Katie Weber Emergency Preparedness & Response June 2023

EP&R Program

- On June 5th, all of Command was brought together for the first training of the New Command. Command staff saw the new Command set up for the first time and had a review of the new structure, job titles, and job roles. The Command revamp spread out responsibilities better and better outlined everyone's duties.
- The Active Shooter Functional Exercises took place at the Community Health Center on June 13th and at the Northern Branch Office on June 14th. The exercise was run in coordination with the Will County Sheriff's Office. Blank rounds were shot at various areas within the buildings so participants could practice what their response would be in the given scenarios. The final exercise takes place at the 501 Ella Ave on June 26th.

BioWatch Updates

No new BioWatch updates.

COVID Tests

- The COVID tests will continue to be handed out until IDPH runs out of their supplies. WCHD will no longer keep a large stockpile of the tests onsite. As requests come in from partners for more tests, an order will be placed with the state for a delivery. The turnaround time would be about a week. Partners have been informed to put in requests before they completely run out of testing supplies.
- During the month of May, we distributed 50 Binax tests and 960 Intelliswab tests to 3 different partner agencies/businesses totaling 1,010 tests distributed.
- We currently have 60 Binax tests and 960 Intelliswab tests on hand.

Medical Reserve Corps (MRC)

- The MRC volunteers assisted at the WCHD hosted Mobile Drive-Thru food pantries here on our main campus where members from the community could come to pick up free groceries.
 - April 3rd 8 volunteers
 - May 8th 7 volunteers
 - May 24th 8 volunteers
 - June 1st 10 volunteers

We have one more Mobile Drive-Thru scheduled for June 30th.

• One MRC volunteer assisted the Safety Officer, Carol Ricken, with a Get Up and Go assessment during her presentation to local area seniors at the Farm Bureau.

MEDIA SERVICES

MONTHLY REPORT

KEVIN JUDAY, MANAGER

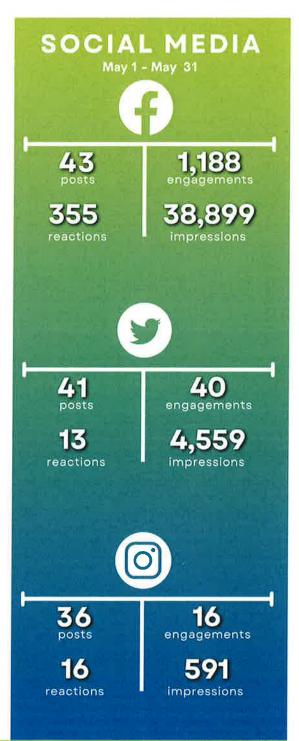
Media services spent time in the last month designing additional printed materials (posters/banners) for the Agency's Job Fair.

A press releases was also written and distributed promoting the Agency's Job Fair. Additional press releases were written to promote the Community Health Center's (CHC) Accreditation from The Joint Commission and the success of the CHC's Blood Pressure monitoring program.

Graphics, posters and web stories were written and designed to promote the new services being offered at the Monee location. Media Services also began to design and post weekly social media graphics related to IDPH's Fight The Bite campaign to promote preventing health conditions caused by ticks and mosquitoes. Media Services also designed flyers for internal events such as AED training and Narcan training. Working with Carol Ricken, a weekly newsletter on safety was also designed to be distributed internally during June (safety month).

A new event calendar feature was designed and added to the website. This calendar is meant to promote awareness to the public and Agency staff about upcoming events that the Will County Health Department is hosting or participating in. This can include Agency sponsored events or community events that the Agency will be participating in. The calendar can be found at: willcountyhealth.org/events/

In addition to continuing to promote our own services on social media, Media Services also used social media to promote awareness and knowledge of Mental Health Awareness Month, Teen Pregnancy Prevention Month and Asthma & Allergy Awareness Month.





- FOR IMMEDIATE RELEASE -

June 12, 2023

WILL COUNTY COMMUNITY HEALTH CENTER EARNS THE JOINT COMMISSION GOLD SEAL OF APPROVAL IN THREE AREAS

JOLIET, III. – The Will County Community Health Center has earned The Joint Commission's Gold Seal of Approval[®] for Primary Care Medical Home, Ambulatory Health Care and Behavioral Health Care Accreditation by demonstrating continuous compliance with its performance standards. The Gold Seal is a symbol of quality that reflects a health care organization's commitment to providing safe and quality patient care.

The Will County Community Health Center underwent a rigorous, unannounced onsite review on February 16 and 17, 2023. During the visit, a team of Joint Commission reviewers evaluated compliance with health care standards spanning several areas including emergency management, environment of care, leadership, safety, and medication management.

The Joint Commission's standards are developed in consultation with health care experts and providers, measurement experts and patients. They are informed by scientific literature and expert consensus to help health care organizations measure, assess and improve performance. The surveyors also conducted onsite observations and interviews.

"As a heath care accreditor, The Joint Commission works with health care organizations across settings to help improve patient safety and quality of care through our expert resources and tools, innovative solutions and rigorous standards," says Deborah Ryan, MS, RN, interim executive vice president, Accreditation and Certification Operations, The Joint Commission. "We commend Will County Community Health Center for its commitment to advance safety and quality for all patients."

"We're excited to renew our accreditation with The Joint Commission," said Will County Community Health Center Chief Executive Officer Mary Maragos. "This voluntary accreditation shows our commitment to upholding the highest standards of safety and quality in health care."

For more information, please visit The Joint Commission website.

The Will County Community Health Center's mission is to improve the health of the residents of Will County by providing access to quality integrated medical, behavioral health, and dental care through community collaboration, service and education. The Community Health Center offers a long list of services including adult, pediatric, adolescent and women's healthcare, dental care, behavioral health services, eye care services, family planning services, a teen clinic and insurance enrollment assistance.

NEWS release

Media Inquiries: Kevin Juday 815.727.5088 kjuday@willcountyhealth.org



Will County Public Health dates back to 1942 when \$50,000 was allocated for local Environmental Health, Maternal-Child Health, and Infectious Disease Control initiatives. In 1940, roughly 115,000 people called Will County home; in 2020, nearly 700,000 do. Today Will County Health Department strives to bring its vision-to deliver sustainable programs and policies in response to the public health needs of the community---to all of the people of Will County.





WillCoHealth



WillCoHealth

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May 19, 2023

WILL COUNTY HEALTH DEPARTMENT & COMMUNITY HEALTH TO HOST SECOND ANNUAL JOB FAIR

JOLIET, III. – The Will County Health Department and Community Health Center is hosting its second annual job fair on Wednesday, May 24. The job fair will be held in the Community Room at the Will County Health Department located at 501 Ella Avenue in Joliet. The fair will run from 12:00 pm - 4:00 pm.

Job seekers will find a wealth of exciting career opportunities in public health at the Will County Health Department and Community Health Center. Job openings range from staff nurses, certified medical assistants, program managers, registration clerks, mental health counselors and a wide array of other career opportunities. A complete list of current job openings can be found at willcountyhealth.org/job-opportunities

Job seekers will have the chance to learn about the various open positions and apply on the spot. The Workforce Center of Will County's Mobile Workforce Center will also be on site to assist applicants in developing and editing a resume.

"We are so excited about our second annual job fair," said Will County Health Department Director of Human Resources Stacey Knack. "We can't wait to meet all the job seekers."

The mission of the Will County Health Department is to prevent disease and promote a healthier environment for all residents, business operators, and visitors. Our agency of professionally trained staff work cohesively to assure public health and safety measures are maintained through services and programs the department provides based on the needs of the community.

For more information, please contact either Johnathan Godfrey (jgodfrey@willcountyhealth.org) or Shalanda Mallard (smallard@willcountyhealth.org). NEW releas

Media Inquiries: Kevin Juday 815.727.5088 kjuday@willcountyhealth.org



Will County Public Health dates back to 1942 when \$50,000 was allocated for local Environmental Health, Maternal-Child Health, and Infectious Disease Control initiatives. In 1940, roughly 115,000 people called Will County home; in 2020, nearly 700,000 do. Today Will County Health Department strives to bring its vision—to deliver sustainable programs and policies in response to the public health needs of the community-to all of the people of Will County.





WillCoHealth



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WILL COUNTY HEALTH DEPARTMENT BOARD OF HEALTH REPORT 06/21/2023 May 2023 Stats

Behavioral Health Statistics for 4/1/2023 - 4/30/2023	Month of May 2023	CFY 2023	CFY 2022
Child and Adolescent (C&A) Mental Health Programs	C&A Psychiatric Services		CITEOLL
	193	1,138	1,354
	C&A Orientation Services	DEN IST	IN THE PARTY OF A STATE
2011년 1월 1월 1897년 1898년 1897년 189	24	167	143
	School Services		
	337	1,642	509
	C&A Services	And Street 1	
Joliet Office	220	1,275	842
Northern Branch Office	62	297	147
Virtual Visits	157	926	1,701
Eastern Branch Office	220	1,275	842
Off Site	243	1,392	983
	Mobile Crisis Response	TO STORE TO	
Screening Assessment and Support Services/Mobile Crisis Response	Screenings		
*Effective October 1st the SASS Program has been renamed to Mobile Crisis Response and now includes	2		
individuals of all ages	337	1,648	1,359
	Mobile Crisis Response	1	the second s
	Counseling Services	12/21/21	
	323	1,908	2,617
ICC (Intensive Care Coordination)/FSP(Family Support Program)	FSP Services		
*Effective October 1st the ICC Program name changed to Family Support Services (FSP)	21	169	210
Adult Mental Health Programs	Adult Psychiatric Services	10 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -	
	Terminated Program 7/2016	and the second	
		THE REAL PROPERTY OF	CONTRACTOR OF A DESCRIPTION OF A DESCRIP
	Adult Orientation Services		
	22	121	124
	Adult Services		
Joliet Office	217	1,169	662
Northern Branch Office	18	109	52
Virtual Visits	233	1,830	3,379
Eastern Branch Office	217	1,169	662
Off Site	447	1,948	1,398

			WILL COUN	TY COMMUN	ITY HEALTH CEN	TER - Patients	and Visits CY2	2023 as of May	27, 2023					
-		-				10 mm	100.000		As of 4-30-22	2				
		2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023 SBHC Pt (unduplicated
-		Clinic Visits	Clinic Visits	Virtual Visits	Virtual Visits	SBHC Visits	SBHC Visits	Hospital Visits	Hospital Visits	All Visits	All Visits	Patients	Patients	
1	Family Physicians	181	246	2	43					183	289	91	142	
2	General Practitioners													
3	Internists	38	0	0	0					38	0	25	0	
4	Obstetrician/Gynecologists	3422	3422	0	0					3422	3422	1490	1616	
5	Pediatricians	1265	1101	73	174	24	0	1		1362	1275	903	839	23
7	Other Specialty Physicians							1				1		
8	Total Physicians	4906	4769	75	217		1			5005	4986	2509	2597	
9a	Nurse Practitioners	4074	3778	988	928	3				5065	4706	2961	2699	3
10	Certified Nurse Midwives	199	202	0	0					199	202	157	119	
10a	Total NPs and CNMs	4273	3980	988	928					5264	4908	3118	2818	
11	Nurses	4	99	0	1					4	100	4	94	
15	Total Medical	9183	8848	1063	1146					10273	9994	5631	5509	
16	Dentists	2502	2192	0	0		1			2502	2192	1660	1389	
17	Dental Hygienists	277	81	0	0					277	81	244	76	
17a	Dental Therapists									211	01	244	70	
19	Total Dental Services	2779	2273	0	0		-			2779	2273	1904	1405	
20a	Psychiatrists	605	429	1198	1363					1803			1465	
Ment	al Health - Physicians other than Psychiatrists	184	191	4	1						1792	641	666	
	Mental Health Nurse Practitioner	1168	918	300	358					188	192	171	178	
20a1	Licensed Clinical Psychologists	0	2	359	481		-	-		1468	1276	855	718	
20a2	Licensed Clinical Social Workers	0	11	0	481		í			359	483	211	254	
20b	Other Licensed Mental Health Providers	435	404	60						0	11	0	11	
20c	Other Mental Health Staff	433	404	00	198					495	602	251	255	
20	Total Mental Health	2392	1055	1071	2404								111	
21	Substance Abuse Services	-	1955	1921	2401					4313	4356	2129	2082	
22	Other Professional Services (Audiology)	706	533	428	570					1134	1103	511	490	
22b		404	207			1	-	1		1				
24	Optometrists	184	287	0	0					184	287	184	276	
-	Case Managers	0	4	0	0					0	4	0	4	
25	Patient/Community Education Specialists	0	0	0	0					0	0	0	0	
29	Total Enabling Services	0	4	0	0					0	4	0	4	
	Obstetrical Deliveries							126	120			1		
-	Circumcisions	-						22	25			2 T		
-	Gyne Admissions including surgeries			-				25	22	1				
-	Hospital Visits (ER & Admissions)	-						131	168					
	Dr. Flores' Newborn visits							28	24				1	
34	TOTALS							332	359	18683	18017	10359	9826	
-	Unduplicated patients Year to date											7156	6661	S

JUNE 2023-DIVISIONAL	1		
ENVIRONMENTAL HEALTH	May-23	FY23 YTD	FY22
Food Program Activities	676	4194	483
Water Program Activities	29	657	815
Sewage Program Activities	72	327	501
Other Program Activities (beaches, tanning facilities, etc.)	834	5062	443
Aerobic Treatment Plant Samples	101	2119	203
Number of Service Requests	33	139	192
Number of Complaints	55	305	290
Number of Well Permits	13	53	50
Number of Septic Permits	14	74	97
Number of Lab Samples Analyzed by EH Lab	2232	16730	1105
TOTAL	4059	29660	2430
OFFICE OF VITAL RECORDS	May-23	FY23 YTD	FY22 Y
Births Recorded	385	2155	2111
Deaths Recorded	388	2399	2685

		Family H	lealth Se	rvices M	onthly Be	oard of H	ealth Rep	oort					
	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	-	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Total
APORS High Risk Birth caseload	58	62	79	79	83	106							467
Better Birth Outcomes caseload	77	74	59	58	51	54	5-3-5-3-9						373
High Risk Medical Case Mgmt. caseload	292	300	299	302	308	298		-					1799
HealthWorks Lead Agency new wards	14	8	7	34	19	21					-		103
HealthWorks Lead Agency Medical Case		12.11							-				105
Mgmt. caseload	755	755	736	746	751	742				- 2 (4485
WIC caseload	8685	8686	8677	8930	8929	8931			1		-	-	52838
# students ages 11-19 served-TPP	163	0	237	370	418	140	1				-		1328
# non-compliant businesses-SFIA	4	13	3	4	5	1							30
# partners provided technical assistance									-			1	50
with developing tobacco policy	4	2	1	2	4	1				- L			14
# clients immunized	207	219	171	219	224	216							1256
# travel clients immunized	19	24	9	34	16	42	1				-		144
# influenza vaccinations	78	43	18	42	15	15				-			211
# chlamydia cases	210	201	165	151	115	146				-			988
# gonorrhea cases	40	46	29	35	43	21		1	-				214
# syphilis investigations	63	57	72	47	38	54		1	1	1			331
# HIV tests performed	14	13	21	11	24	18		1					101
# new child lead cases	2	1	1	2	5	6			1				101
# vision screenings	625	715	2021	1927	1277	0					1		6565
# hearing screenings	919	1233	1201	1295	1601	0		1					6249
# CD investigations	5613	3489	2914	2398	1406	993							16813



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-32

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

RESOLUTION FOR APPROVAL TO RENEW ACCELA ENVISION CONNECT APPLICATION - \$37,743.78

WHEREAS, the Will County Health Department has contracted with Accela to provide the Envision Connect Application for Environmental Health operations; and

WHEREAS, the Environmental Health Division requires Envision Connect to document inspections for Public Health Environmental programs, and bill operators for the services provided; and

WHEREAS, Accela provides licenses, support and hosting for the Envision Connect application in their data center.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the renewal for Accela Envision Connect Application for FY2023 and FY2024 for \$37,743.78.

DATED THIS 21st day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health



2633 Camino Ramon, Suite 500 San Ramon, CA, 94583 Proposed by: Caltlin Carter Contact Phone: (925) 359 - 3411 Contact Email: ccarter@accela.com Quote ID: Q-29800 Valid Through: 6/7/2023 Currency: USD

Renewal Order Form

Address Information

Bill To: Will County Department of Health 501 Ella Avenue Joliet, Illinois 60433

United States

Billing Name: Sean Conners Billing Phone: 815-727-8846 Billing Email: sconners@willcountyhealth.org Ship To: Will County Department of Health 501 Ella Avenue Joliet, Illinois 60433 United States

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Envision/EnvisionConnect License and Support Fee	Year 1	8/7/2023	8/6/2024	12	\$1,638.15	15	\$24,572.26
EnvisionConnect Hosting Flat Fee	Year 1	8/7/2023	8/6/2024	12	\$5,799.84	1	\$5,799.84
EnvisonConnect Hosting Per Inspector	Year 1	8/7/2023	8/6/2024	12	\$491.45	15	\$7,371.68
						TOTAL:	\$37,743.78

Pricing Summary	
Period	Net Total
Year 1	\$ 37,743.78

Total

\$ 37,743.78

Page 1 of 3

resident

1



2633 Camino Ramon, Suite 500 San Ramon, CA, 94583 Proposed by: Caitlin Carter Contact Phone: (925) 359 - 3411 Contact Email: ccarter@accela.com Quote ID: Q-29800 Valid Through: 6/7/2023 Currency: USD

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TOTAL: \$37,743.78

Pricing Summary Period Year 1	Net Total \$ 37,743.78
Total	\$ 37,743.78

Page 1 of 3

resident

Will County Board of Health

Renewal Terms/Information:

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General Information	n
Governing Agreement(s)	This Order Form will be governed by the applicable terms and conditions. If those terms and conditions are non-existent, have expired or have otherwise been terminated, the following terms at <u>https://www.accela.com/terms/</u> will govern as applicable, based on the Customer's purchase.

Order Terms	
Order Start Date	 Unless otherwise specified in the Special Order Terms: Software Licenses & Subscriptions start on the date of delivery by Accela; Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	 Unless otherwise specified in the Special Order Terms: Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. Any Software Licenses or Hardware are one-time, non-refundable purchases. Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable
Special Order Terms	 This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction. For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms	
Currency	USD
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date.
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 45 days.
Special Payment Terms	None unless otherwise specified in this location.

Page 2 of 3

Purchase Order	If Customer requires PO number on invoices, it must be provided below and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.
	PO#

Signatures	
Accela, Inc. Signature:	Customer Signature:
Print Name:	Print Name:
Title:	Title:
Date:	Date

Page 3 of 3



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-33

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

APPROVAL TO ADOPT THE IDPH FAMILY PLANNING PROGRAM FEES FOR SERVICES AND PROCEDURES – CHC

WHEREAS, the CHC provides Title X Family Planning services and procedures; and

WHEREAS, in keeping with the changes to these usual and customary fees, as well as the sliding fee scales for purposes of billing maximization; and

WHEREAS, the IDPH Title X Family Planning Program has a different sliding fee scale and level of reimbursement; and

WHEREAS, the CHC Governing Council approved the Family Planning Program fees at the June 7, 2023 meeting.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the adoption of the IDPH Title X Family Planning Program fees as attached, effective July 1, 2023.

DATED THIS 21st day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health

IDPH Family Planning Program FY2023 Sliding Fee Scale Effective 7-1-23

Will County Community Health Center

Family Planning Fees and Sliding Fee Scale, effective 7-1-23

Income as a percent of poverty

0-100% FPL 101-137.5% FPL 137.5-175% 176-212.5% 212.5-250% >250% FPL

		0%	20%	40%	60%	212.5-250% 80%	>250% FPL 100%	
CPT Code	Medical Services		II	ш	IV	v	Full Fee	IDPH Reimbursement Rate
99202	Limited Exam, New	\$0.00	\$39.40	\$78.80	\$118.20	\$157.60	\$197.00	
99203	Intermediate Exam, New	\$0.00	\$57.40	\$114.80	\$172.20	\$229.60		
99204	Comprehensive Exam, New	\$0.00	\$87.80	\$175.60	\$263.40	\$351.20	-	
99212	Limited Exam, Establiished	\$0.00	\$25.80	\$51.60	\$77.40	\$103.20		
99213	Intermediate Exam, Established	\$0.00	\$39.60	\$79.20	\$118.80			
99214	Comprehensive Exam, Established	\$0.00	\$57.40	\$114.80	\$172.20	\$229.60		
99384	Preventive Visit, 12-17, New	\$0.00	\$61.40	\$122.80	\$184.20	\$245.60		
99385	Preventive Visit, 18-39, New	\$0.00	\$69.40	\$138.80	\$208.20	\$277.60		
99386	Preventive Visit, 40-64, New	\$0.00	\$77.40	\$154.80	\$232.20	\$309.60		
99394	Preventive Visit, 12-17, Established	\$0.00	\$53.40	\$106.80	\$160.20	\$309.60		
99395	Preventive Visit, 18-39, Established	\$0.00	\$60.00	\$120.00	\$180.00	\$213.60	+=====	
99396	Preventive Visit, 40-64, Established	\$0.00	\$64.00	\$128.00	\$192.00	\$240.00	\$300.00 \$320.00	
CPT Code	Laboratory Tests	I	II	m	IV	v	Full Fee	IDPH Rate
82947	Blood Glucose	\$0.00	\$5.00	\$10.00	\$15.00	\$20.00	\$25.00	\$ 3.72
80061	Lipid Profile	\$0.00	\$26.80	\$53.60	\$80.40	\$107.20	\$134.00	
85660	Sickle Cell Screen	\$0.00	\$13.60	\$27.20	\$40.80	\$54.40	\$68.00	
82270	Fecal Occult Blood Test	\$0.00	\$4.20	\$8.40	\$12.60	\$16.80	\$21.00	
85018	Hemoglobin/Hematocrit	\$0.00	\$3.60	\$7.20	\$10.80	\$14.40	\$18.00	
81025	Pregnancy Test, Negative	\$0.00	\$7.00	\$14.00	\$21.00	\$28.00		
81025	PregnancyTest, Positive	\$0.00	\$7.00	\$14.00	\$21.00	\$28.00	\$35.00	
88164	Pap Test, Conventional	\$0.00	\$13.00	\$26.00	\$21.00		\$35.00	
88142	Pap Test, Liquid-based	\$0.00	\$20.20	\$20.00	\$39.00	\$52.00	\$65.00	
87623	1 HPV DNA-low risk	\$0.00	\$14.20	\$40.40	\$42.60	\$80.80	\$101.00	
				Ψ20.40	φ+2.00	\$56.80	\$71.00	\$ 27.89

IDPH Family Planning Program FY2023 Sliding Fee Scale Effective 7-1-23

87624	1 HPV DNA-high risk	\$0.00	\$36.60	\$73.20	\$109.80	\$146.40	0100.00	
87210	Wet Mount	\$0.00	\$5.40	\$10.80	\$16.20		\$183.00	
81002	Urinalysis	\$0.00	\$3.60	\$7.20	\$10.20	\$21.60	\$27.00	
87491	Chlamydia, Urine/Swab	\$0.00	\$29.60	\$59.20		\$14.40	\$18.00	
87591	Gonorrhea, Urine/Swab	\$0.00	\$29.60	\$59.20	\$88.80	\$118.40	\$148.00	
86593	Syphilis test	\$0.00	\$6.60	\$13.20	\$88.80	\$118.40	\$148.00	
87207	Herpes test	\$0.00	\$8.20	\$15.20	\$19.80	\$26.40	\$33.00	
87480	Bacterial Vaginosis	\$0.00	\$25.20	\$50.40	\$24.60	\$32.80	\$41.00	
87808	Trichomonas	\$0.00	\$11.40		\$75.60	\$100.80	\$126.00	
87563	Mycoplasma Genitalium (Mgen)			\$22.80	\$34.20	\$45.60	\$57.00	
86701	HIV test	\$0.00	\$20.40	\$40.80	\$61.20	\$81.60	\$102.00	\$ 9.0
		\$0.00	\$11.20	\$22.40	\$33.60	\$44.80	\$56.00	\$ 12.9
CPT Code	Clinical Procedures		1	111	IV	V	Full Fee	IDPH Rate
57470	Clinical Breast Exam	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	N
57170	Diaphragm Fit,	\$0.00	\$43.00	\$86.00	\$129.00	\$172.00	215.00	
11981	Hormone Implant Insertion	\$0.00	\$82.60	\$165.20	\$247.80	\$330.40	413.00	
11982	Hormone Implant Removal	\$0.00	\$86.60	\$173.20	\$259.80	\$346.40	433.00	
11983	Removal and Reinsertion of implant	\$0.00	\$131.20	\$262.40	\$393.60	\$524.80	656.00	
J1050	Hormonal Injection	\$0.00	\$33.00	\$66.00	\$99.00	\$132.00	165.00	
58300	IUD Insertion	\$0.00	\$66.40	\$132.80	\$199.20	\$265.60	332.00	
58301	IUD Removal	\$0.00	\$66.80	\$133.60	\$200.40	\$267.20	334.00	
58600	Sterilization:Procedure/Anesthesia	\$0.00	\$346.20	\$692.40	\$1,038.60	\$1,384.80	1,731.00	
55250	Vasectomy	\$0.00	\$308.40	\$616.80	\$925.20	\$1,233.60		\$ 300.0
76830	Transvaginal Sonography,	\$0.00	\$91.60	\$183.20	\$274.80	\$366.40	458.00	\$ 69.9
CPT Code	Contraceptives and Supplies	1-1-1	II	10	IV	v	Full Fee	IDPH Rate
J7297	Liletta	\$0.00	\$161.60	\$323.20	\$484.80	\$646.40		\$ 786.1
J7298	Mirena	\$0.00	\$210.60	\$421.20	\$631.80	\$842.40	\$1,053.00	\$ 975.9
J7301	Skyla	\$0.00	\$175.40	\$350.80	\$526.20	\$701.60	\$877.00	\$ 632.7
J7296	2 Kyleena	\$0.00	\$210.60	\$421.20	\$631.80	\$842.40		\$ 975.9
J7300	Paraguard	\$0.00	\$196.00	\$392.00	\$588.00	\$784.00		
J7307	Hormone Implant Kit	\$0.00	\$208.80	\$417.60	\$626.40	\$835.20	\$980.00	
J7304	Hormonal Patch, per cycle	\$0.00	\$66.80	\$133.60	\$200.40	\$267.20		\$ 1,016.2 \$ 37.1
01004								

IDPH Family Planning Program FY2023 Sliding Fee Scale Effective 7-1-23

S4993	Oral Contraceptives, per cycle	\$0.00	\$8.20	£16.40	004 op				
A4268	Condoms, Female, each			\$16.40	\$24.60	\$32.80	\$41.00	\$	22.74
A4267		\$0.00	\$6.80	\$13.60	\$20.40	\$27.20	\$34.00	\$	1.12
	Condoms, Male, each	\$0.00	\$2.80	\$5.60	\$8.40	\$11.20	\$14.00	\$	0.05
J8499	Emergency Contraception	\$0.00	\$0.80	\$1.60	\$2.40	\$3.20		-	39.84
A4266	Diaphragms, each,	\$0.00	\$8.00	\$16.00	\$24.00	\$32.00	\$4.00 \$40.00		
	Fertility Awareness Method (FAM)	\$0.00	\$8.00	\$16.00	\$24.00	\$32.00			24.22
	Contraceptive Film/pkg	\$0.00	\$8.00	\$16.00	\$24.00		\$40.00		20.00
	Contraceptive Sponge/ pkg - 3	\$0.00	\$8.00			\$32.00	\$40.00		3.50
	Creams, per tube			\$16.00	\$24.00	\$32.00	\$40.00	\$	7.50
		\$0.00	\$8.00	\$16.00	\$24.00	\$32.00	\$40.00	\$	2.50
_	Foam, per can	\$0.00	\$8.00	\$16.00	\$24.00	\$32.00	\$40.00		3.50
	Jelly, per tube	\$0.00	\$8.00	\$16.00	\$24.00	\$32.00	\$40.00		
A4269	STD Medication	\$0.00	\$2.00	\$4.00	\$6.00				2.00
A4269	Vaginal Infection Medication	\$0.00	\$2.00			\$8.00	\$10.00		7.50
		40.00	φ2.00	\$4.00	\$6.00	\$8.00	\$10.00	\$	7.50



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-34

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

APPROVAL TO ADOPT THE IDPH FAMILY PLANNING PROGRAM FY2023 SCHEDULE OF DISCOUNTS – CHC

WHEREAS, the CHC provides Title X Family Planning services and procedures; and

WHEREAS, the IDPH Title X Family Planning Program has a different sliding fee scale and schedule of discounts with six levels, based on the 2023 Poverty Guidelines as published in the Federal Register; and

WHEREAS, the CHC Governing Council approved the Family Planning Program Schedule of Discounts at the June 7, 2023 meeting.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the adoption of the IDPH Title X Family Planning Program schedule of discounts with six levels as attached, effective July 1, 2023.

DATED THIS 21st day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health

IDPH Family Planning Program FY2023 Schedule of Discounts with Six Levels

WILL COUNTY HEALTH DEPARTMENT and COMMUNITY HEALTH CENTER

EFFECTIVE July 1, 2023

Poverty Income Guidelines

Based on 2023 Poverty Guidelines as published in Federal Register, Vol. 85, No. 3060, February 1, 2023

Annual Income Basis

Clients must not be denied program services or be subjected to any variation in quality of services because of the inability to pay.

					II		IN	/	V		VI
FAMILY SIZE		0% FPL)%		37.5% FPL 137.5% - 175% FPL 176% - 212.5% FP 0% 40% 60%			212.5% - 250% FPL 80%		>250% FPL 100%		
1	\$0	\$14,580	\$14,581	\$20,048	\$20,049	\$25,515	\$25,516	\$30,983	\$30,984	\$36,450	\$36,451
2		19,720	19,721	27,115	27,116	34,510	34,511	41,905	41,906	49,300	
3	-	24,860	24,861	34,183	34,184	43,505	43,506	52,828	52,829		49,301
4	-	30,000	30,001	41,250	41,251	52,500	52,501	63,750		62,150	62,151
5	-	35,140	35,141	48,318	48,319	61,495	61,496	74,673	63,751	75,000	75,001
6	- e	40,280	40,281	55,385	55,386	70,490	70,491		74,674	87,850	87,851
7	-	45,420	45,421	62,453	62,454	79,485	-	85,595	85,596	100,700	100,701
8	-	50,560	50,561	69,520	69,521		79,486	96,518	96,519	113,550	113,551
9	-	55,700				88,480	88,481	107,440	107,441	126,400	1 26,4 01
			55,701	76,588	76,589	97,475	97,476	118,363	118,364	139,250	139,251
10		60,840	60,841	83,655	83,656	106,470	106,471	129,285	129,286	152,100	152,101
11		65,980	65,981	90,723	90,724	115,465	115,466	140,208	140,209	164,950	164,951
12		71,120	71,121	97,790	97,791	124,460	124,461	151,130	151,131	177,800	177,801

Title X Family Planning Program clients must not be charged a co-pay.

For families/households with more than 8 persons, add \$5,140 for each additional person



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-35

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

RESOLUTION FOR APPROVAL OF THE RENEWAL OF UP-TO-DATE SUBSCRIPTION-\$11,348

WHEREAS, the Will County Community Health Center receives annual funding related to achievement of HRSA Quality Initiatives; and

WHEREAS, this supplemental funding is for the support of ongoing quality-related activities at the Community Health Center; and

WHEREAS the CHC has been getting an annual subscription to Up-To-Date, a prescribing and medical reference for providers which is embedded into our Nextgen electronic health record.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the renewal of the Up-to-Date subscription for Sept. 1, 2023, to Aug. 31, 2024, payable to Wolters Kluwer of Waltham, MA in the amount of \$11,348.

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DATED THIS 21st day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health



UpToDate 230 Third Avenue Waltham, MA 02451 781 392 2000 tel www.wolterskluwerhealth.com

Subject: Renewal of UpToDate License Agreement for Will County Community Health Center

Dear Valued Customer,

Your subscription license to UpToDate will soon be at the end of its current term. Pursuant to our Agreement, this letter will serve as notification of your Renewal Subscription Fee for a one (1) year Additional Term, and provide details related to the upcoming billing of your subscription to UpToDate. Please note that this letter is not an invoice, but a notification of the license fees for the upcoming fee term. A renewal invoice will be issued separately prior to your service start date outlined in this letter.

Renewal Term: September 1, 2023 through August 31, 2024

Subscription Fees: \$11,348.00 USD

When reviewing your renewal:

- Please indicate any changes to your organization's contacts, address or billing requirements.
- If your organization requires that a purchase order be referenced on the invoice, please provide a copy of the purchase order. Please note that all purchase orders should reference the following:

UpToDate, Inc. 230 Third Avenue Waltham, MA 02451 Employer ID #: 04-3310941

If your organization is tax exempt, please provide a current, official certificate or form of exemption status.

Should you not want to continue your subscription, please notify us in writing via certified mail or express courier service of your desire to cancel your subscription license. Unless we hear from you at least thirty (30) days prior to the expiration of your current subscription term, the subscription license will automatically be renewed for a period of one (1) year at the Renewal Subscription Fee stated above. Please do not hesitate to reach out to your account manager, Jake Drennan, if you have any questions related to your subscription or renewal.

Thank you for your continued support of UpToDate. We value your business and look forward to working with you throughout this next year.

Sincerely,

Tadhg Kavanagh

UpToDate, Inc.

AME 2023 00053556 ARL



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-36

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

APPROVAL TO ADOPT THE PHARMACY SERVICES AGREEMENT WITH GENOA PHARMACY

WHEREAS, Genoa Pharmacy has a Lease Agreement in place for on-site pharmacy services at the CHC; and

WHEREAS, the CHC is a participant in HRSA's 340B program, enabling it to provide affordable prescriptions to its patients and wishes to include Genoa among its list of eligible participating pharmacies.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the Pharmacy Services Agreement with Genoa Pharmacy for inclusion in the 340b prescription program.

DATED THIS 21st Day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health

340B PHARMACY SERVICES AGREEMENT

THIS 340B PHARMACY SERVICES AGREEMENT (hereinafter "Agreement") is made by and between WILL COUNTY COMMUNITY HEALTH CENTER, eligible under the Section 340B Drug Pricing Program ("340B Program") and not-for-profit corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, (hereinafter "Covered Entity"), on the one part, and Optum Pharmacy 702, LLC, on behalf of itself and its affiliated licensed pharmacies listed in Attachment B (hereinafter "Pharmacy"), on the other part, as of July 1, 2023 (the "Effective Date"), and will become operationally effective as of October 1, 2023, or the date on which it has been registered and made effective by the Health Resources and Services Administration ("HRSA") (the "Operational Date").

WHEREAS, Covered Entity is a "Covered Entity" as defined in Section 340B of the Public Health Service Act ("Section 340B") and is eligible to purchase certain outpatient drugs at reduced prices for use by Eligible Patients, as defined in this Agreement, from drug manufacturers who have signed a drug purchasing agreement with the United States Department of Health and Human Services (hereinafter "DHHS") and/or the manufacturers' wholesalers;

WHEREAS, Covered Entity provides health care services to Eligible Patients at Covered Entity eligible sites described on Attachment A (each, the "Covered Entity Site", collectively "Covered Entity Sites");

WHEREAS, Pharmacy is duly licensed as a pharmacy in the states requiring such licensure for Pharmacy to conduct its business operations; and

WHEREAS, Covered Entity desires to engage Pharmacy to provide 340B Pharmacy Services, as defined in this Agreement, to Eligible Patients with respect to outpatient drugs Covered Entity purchases pursuant to Section 340B ("340B Drugs").

NOW, THEREFORE, the parties agree as follows:

- 1. Eligible Patients. Covered Entity represents and warrants that:
 - 1.1. Covered Entity will consider a patient as an "Eligible Patient" under this Agreement only if the individual meets the prescribed patient definition criteria as set forth at 61 Fed. Reg. 55156 (Oct. 24, 1996), as may be amended from time to time by HRSA;
 - 1.2. Covered Entity shall be responsible for determining whether a patient is an Eligible Patient and identifying such Eligible Patients to Pharmacy; and
 - 1.3. Pharmacy shall rely on the Covered Entity's determination and identification of Eligible Patients.
- 2. <u>Relationship of the Parties.</u> Pharmacy is an independent contractor and shall be solely responsible for its acts and omissions regarding advice and 3408 Pharmacy Services it is required to provide to Eligible Patients and Covered Entity. Pharmacy agrees to render all 3408 Pharmacy Services provided under this Agreement in accordance with professional standards applicable to 3408 Pharmacy Services and in accordance with rules and regulations of the relevant State Board of Pharmacy. Pharmacy shall have the right to refuse to service any Eligible Patient where such service would violate any statute, regulations, or professional standards applicable to 3408 Pharmacy's professional judgment. Pharmacy shall notify the health care professional prescriber of any refusal of requested service within twenty-four (24) hours of such refusal.

Page 1 of 17

- 2.1. Covered Entity agrees that Covered Entity and/or its 340B administrator will use commercially reasonable efforts to provide Pharmacy data integration, 340B eligibility determination, 340B Drug inventory control, reports related to the 340B Drugs, and related 340B administrative services on behalf of Covered Entity as outlined in Attachment D.
- 2.2. Covered Entity acknowledges that Pharmacy is relying on the Covered Entity and/or its 340B administrator and their systems, policies and procedures, including Covered Entity and/or 340B administrator's tracking system and information system and the Operational Procedures set forth in Attachment D, to support 340B Pharmacy Services.
- 3. <u>340B Pharmacy Services and Site(s)</u>. Pharmacy shall provide services based on Claim Inclusion (as defined below) relating to the receipt, replenishment, and shipment of 340B Drugs purchased by Covered Entity pursuant to Section 340B for patients determined to be Eligible Patients by Covered Entity ("340B Pharmacy Services") and provide related pharmacy services consistent with Pharmacy's standard business practices. Pharmacy agrees it will provide 340B Pharmacy Services through the site(s) listed on Attachment B (or Attachments B-1, B-2, B-3 and/or B-4, as applicable).
 - 3.1. "Claim Inclusion" means those claims determined by Pharmacy, at its discretion and subject to third party contractual obligations and Attachment D, for which Pharmacy will provide 340B Pharmacy Services.
 - 3.2. <u>"Ship To, Bill To" Arrangement</u>. The parties shall use a "ship to, bill to" procedure, pursuant to which the Covered Entity (or its designee) shall order 340B Drugs directly from the drug manufacturer, a designated sales representative, or a drug wholesaler, which shall bill Covered Entity for the 340B Drugs but ship the 340B Drugs directly to Pharmacy. Covered Entity is responsible for compliance with the 340B prequirement for contract pharmacy arrangement(s) and must maintain ownership of the 340B Drugs as required by law.
- 4. Payment for 340B Pharmacy Services. Pharmacy shall be timely paid for 340B Pharmacy Services in accordance with the terms provided on Attachment C to this Agreement. The parties have freely negotiated the terms of this Agreement and neither has offered or received any inducement or other consideration from the other party for entering into this Agreement. The compensation to be paid to Pharmacy is consistent with fair market value in arms-length transactions for 340B Pharmacy Services and is not determined in a manner that takes into account the volume or value of any referrals or business otherwise generated between the parties for which payment may be made in whole or in part under a federal or state health care program. Nothing in this Agreement shall be construed to require Covered Entity to make referrals of patients to Pharmacy to make referrals to Covered Entity.
- 5. Pharmacy Dispensing Fee. The parties agree that Pharmacy shall receive a dispensing fee, as set forth in Attachment C, for each prescription of 340B Drugs filled for Eligible Patients and providing 340B Pharmacy Services, (the "Dispensing Fee") and that such Dispensing Fee covers Pharmacy's costs and constitutes the sole and exclusive payment Pharmacy is entitled to receive from Covered Entity under this Agreement. Pharmacy may revise the Dispensing Fee after the Initial Term upon providing thirty (30) days prior written notice to Covered Entity, and thereafter no more than once annually. The 340B Specialty Pharmacy Dispensing Fee applies to 340B eligible claims dispensed from a specialty pharmacy listed on Attachment B-1; the 340B Home Delivery Pharmacy Dispensing Fee applies to 340B eligible infusion claims dispensed from an infusion pharmacy listed on Attachment B-3 (where applicable); the 340B Infusion Pharmacy Dispensing Fee applies to 340B eligible infusion claims dispensed form an infusion pharmacy listed on Attachment B-3 (where applicable). For the avoidance of doubt, a 340B Infusion Pharmacy may also dispense non-infusion products. Optum will determine, in its commercially reasonable discretion, whether it will be priced at the Infusion rate; and the Genoa Pharmacy Dispensing Fee applies to 340B eligible claims dispensed from a Genoa pharmacy listed on Attachment B-4 (where applicable).

Page 2 of 17

- 6. Patient Choice. Pharmacy understands and agrees that Eligible Patients of Covered Entity may elect not to use Pharmacy for 340B Pharmacy Services. In the event that an Eligible Patient elects not to use Pharmacy for such services, the patient may obtain the prescription from the health care professional prescriber and then obtain the drugs from the pharmacy provider of his or her choice.
- 7. Final Reconciliation Reports. A final reconciliation report shall occur no later than thirty (30) days from the date of termination of this Agreement. The provisions of this Section 7 shall survive the expiration or termination of this Agreement for any reason. Covered Entity acknowledges that all information and reports related to the 340B Drugs will be provided by the Covered Entity or its 340B administrator, and not Pharmacy. Pharmacy will submit claims for drugs dispensed by Pharmacy to Covered Entity or its 340B administrator to support the Covered Entity or its 340B administrator for the Covered Entity.
- 8. Prohibition on Resale or Transfer of 340B Drugs. The parties agree that they will not knowingly resell or transfer a 340B Drug to an individual who is not an Eligible Patient of Covered Entity. Covered Entity acknowledges and agrees that it is solely responsible for verifying the eligibility of a patient to Pharmacy, and that so long as Pharmacy sells a 340B Drug only to Eligible Patients of Covered Entity as so verified by Covered Entity, Pharmacy shall not be in violation of this Section 8.

9. Audits/Contract Pharmacy Compliance.

- 9.1. Pharmacy understands and agrees that both Pharmacy and Covered Entity are subject to audit by DHHS and by drug manufacturers who have signed a drug purchasing agreement with DHHS, which audits may pertain to the Covered Entity's compliance with the prohibition on drug resale or transfer and the prohibition on duplicate Medicaid rebates and discounts. Pharmacy agrees to use reasonable efforts to cooperate with such audits and to comply with applicable provisions of the audit guidelines and amendments thereto that may be published from time to time.
- 9.2. Pharmacy grants Covered Entity, and its duly authorized representatives, the right, on behalf of Covered Entity, to audit its applicable books and records, including all applicable electronic records, to verify and ensure compliance with the duties, obligations and transactions outlined hereunder. Any such audit shall be conducted during reasonable business hours, upon reasonable prior written notice and approval, once per calendar year, and in a manner so as not to interfere with the conduct of Pharmacy's business. Pharmacy agrees to use commercially reasonable efforts to cooperate with such audits in good faith.
- 9.3. Pharmacy agrees to cooperate with Covered Entity to identify necessary information for Covered Entity to meet its ongoing responsibility of ensuring that the contract pharmacy services guidelines as promulgated by HRSA's Office of Pharmacy Affairs ("OPA") are being complied with and establish mechanisms to ensure the availability of that information for periodic independent audits (no less frequently than annually) that shall be performed by Covered Entity's independent auditors. In complying with these requirements, Covered Entity will register Pharmacy with HRSA using the online Contract Pharmacy Registration as required by OPA.
- 9.4. Provisions of this Section 9 shall survive the expiration or termination of this Agreement for any reason.
- Inspection by DHHS. Pharmacy and Covered Entity understand and agree that a copy of this Agreement will be provided, upon written request, to DHHS. The provisions of this Section 10 shall survive the expiration or termination of this Agreement for any reason.
- Insurance. Pharmacy shall maintain during the term of this Agreement a policy of liability insurance with a
 responsible insurance carrier in an amount not less than \$1,000,000 per occurrence and \$3,000,000 in the
 aggregate and which includes in its coverage loss of, or damage to, the 340B Drugs during the period

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they are in the possession of Pharmacy. Covered Entity shall maintain during the term of this Agreement a policy of liability insurance with a responsible insurance carrier with at least the minimum limits that are customary in its industry. Covered Entity may satisfy such insurance requirements through a self-insurance program maintained in accordance with the requirements of state law and the Medicare program.

12. <u>Assignment</u>. A party may not assign or transfer this Agreement without the prior written consent of the other party, except that Pharmacy may assign this Agreement to any affiliate upon 30-day notice to Covered Entity. This Agreement will bind the parties and their respective successors and assigns and will inure to the benefit of the parties and their respective permitted successors and assigns.

13. Term and Termination.

- 13.1. This Agreement shall commence on the Effective Date and shall continue for a term of three (3) years ("initial Term"), unless terminated earlier as stated below. Thereafter, this Agreement may be renewed by written agreement of both parties.
 - 13.1.1. For Cause. Either party may terminate this Agreement following a material breach by the other party which is not timely cured. The non-breaching party shall notify the breaching party of the breach and the breaching party shall have thirty (30) days (the "Cure Period") to cure the breach. If the breaching party fails to cure the breach within the Cure Period, then the non-breaching party may terminate the Agreement upon written notice to the breaching party. Either party's waiver or failure to take action with respect to the other party's failure to comply with any term or provision of this Agreement shall not be deemed to be a waiver of the right to insist on future compliance with such term or provision.
 - 13.1.2. <u>Adverse Legal Determination</u>. Either party may immediately terminate this Agreement upon written notice to the other party (a) following a judgment, writ, order, or injunction for equitable relief, award or decree of or by any governmental authority or change in any laws that would make performance of this Agreement, in any material respects, unlawful or illegal for the terminating party, or (b) if a governmental authority requires either party to terminate this Agreement.
 - 13.1.3. <u>Termination Due to Loss of Covered Entity Status</u>. Either party may immediately terminate this Agreement, upon written notice to the other party, if Covered Entity ceases to qualify as a "covered entity" under the 340B Program.
 - 13.1.4. <u>Termination With or Without Cause</u>. Notwithstanding the foregoing, either party may terminate this Agreement with or without cause, upon thirty (30) days written notice to the other party after the Initial Term of the Agreement.
- 13.2. Any notice required to be given pursuant to the terms and provisions of this Agreement shall be in writing and shall be sent by certified or registered mail, return receipt requested or by overnight delivery by a nationally recognized courier, to the parties at the addresses set forth herein (or such other address as the parties may specify in writing). Notice shall be effective on the day it is received.
- 13.3. Except when termination is pursuant to Section 13.1.3, upon the request of Covered Entity, Pharmacy agrees to continue to provide 340B Pharmacy Services on the payment and other terms of this Agreement for a period of up to sixty (60) days after the date this Agreement expires or is terminated in order to ensure an effective transition of services and continuation of quality care for Eligible Patients.
- 14. <u>Compliance with Laws</u>. The parties hereto shall comply with all applicable federal, state and local laws, rules, regulations, and requirements. Each party is aware of the potential for civil or criminal penalties if the party violates federal, state, or local laws.

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- 15. Dispute Resolution. If a dispute occurs between the parties, the complaining party may request a meeting by executive officers of each party who will attempt to resolve the dispute in good faith before beginning a legal action, except for matters subject to injunctive relief. If the parties' executive officers do not resolve the dispute within 30 days after the notice, then arbitration may be commenced. All disputes under this Agreement will be settled by arbitration administered by the American Arbitration Association under its Commercial Rules conducted before a single arbitrator. Arbitration disputes will be resolved on an individual basis and no arbitration may proceed as a class action arbitration. Judgment on the arbitrator's award may be entered in any court with jurisdiction. The arbitration requirements will not affect a party's right to seek appropriate equitable relief to enforce its rights under this Agreement.
- 16. <u>Governing Law</u>. This Agreement and each party's rights and obligations under it will be governed by and construed in accordance with the laws of Illinois without giving effect to conflicts of law principles. Each party waives any right it might have to a jury trial with respect to any matter arising under this Agreement.
- 17. Representations of Pharmacy. Pharmacy represents to and agrees with Covered Entity that:
 - 17.1. it employs, and will continue to employ throughout the term of this Agreement, sufficient qualified and credentialed personnel needed to manage and operate the Pharmacy and provide the 340B Pharmacy Services anticipated hereunder in a timely, professional, competent and ethical manner;
 - 17.2. it owns, possesses and employs, and will continue to employ throughout the term of this Agreement, sufficient technology and equipment as needed to manage and operate the Pharmacy and provide the 340B Pharmacy Services in the manner anticipated hereunder;
 - 17.3. it will render the 340B Pharmacy Services hereunder in accordance with prevailing pharmaceutical and medical standards that are applied in the same fashion to all of its patients;
 - 17.4. it will render all 340B Pharmacy Services to Eligible Patients without regard to race, creed, color, age, sex, sexual orientation, citizenship, marital status, veteran status, national origin, disability, religion, arrest record or other protected status;
 - 17.5. it will not use 340B Drugs to dispense Medicaid prescriptions, except as provided in an arrangement with the State Medicaid agency as approved by Covered Entity, to prevent duplicate discounting, and as required by law; and
 - 17.6. it will not alter its current Reference Price equation for any line of business.
- 18. <u>Representations of Covered Entity and Pharmacy</u>. Covered Entity and Pharmacy each represent to and agree with the other that:
 - 18.1. neither it, nor any of its members, directors, officers, agents, employees or members of its workforce (a) have been convicted of a criminal offense that would trigger exclusion pursuant to 42 USC 1320a-7(a) or (b) unless such entity or individual has been reinstated, is not listed by a federal or state agency as currently suspended, debarred, excluded or otherwise ineligible for state or federal program participation. Covered Entity and Pharmacy further agree to immediately notify the other party after it becomes aware that any of the foregoing representations may be inaccurate or may become incorrect. In the event any of the foregoing representations become inaccurate or incorrect, it shall be a material breach and the other party may immediately terminate this Agreement without penalty to the non-breaching party. Each party hereby agrees that, in the event an employee is suspended, debarred, excluded or otherwise ineligible from a federal or state healthcare program, immediate corrective action

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will be taken to ensure that such employee will not thereafter be directly or indirectly involved in the 340B Pharmacy Services related to this Agreement.

- 18.2. all of its employees, agents, representatives and members of its workforce, whose services may be used to fulfill obligations under this Agreement are or shall be appropriately informed of the terms of this Agreement and are under legal obligation, by contract or otherwise, sufficient to enable each of Covered Entity and Pharmacy to fully comply with all provisions of this Agreement;
- 18.3. the parties will cooperate reasonably with each other in the performance of the mutual obligations under this Agreement; and
- 18.4. the execution and delivery of this Agreement and the performance of the duties obligations and transactions contemplated do not and will not contravene, conflict with or violate any agreement, commitment, plan or instrument binding on Covered Entity or Pharmacy, including, without limitation, any participating provider agreement and any third-party payor or pharmacy benefit management agreement.
- 19. Representations of Covered Entity. Covered Entity represents to and agrees with Pharmacy that:
 - 19.1. it is a Covered Entity as defined in Section 340B and will notify Pharmacy immediately if its covered entity status ends during the term of this Agreement;
 - 19.2. It has the authority to enter into this Agreement and will perform its responsibilities hereunder, and will ensure that its 340B administrator performs its responsibilities outlined hereunder and in Attachment D, in a professional and diligent manner consistent with industry standards reasonably applicable to the performance thereof;
 - 19.3. it will be solely responsible for ensuring its compliance with 340B Program guidelines, including the actions and inactions of its 340B administrator; and
 - 19.4. it will be solely responsible for compliance with all federal and state laws, regulations and guidance prohibiting duplicate discounting by: (1) carving out from its definition and determination of Eligible Patient any patient that is a beneficiary of Medicaid, Medicaid managed care, AIDS Drug Assistance Program ("ADAP") coverage or other coverage if the use of 340B Drugs for such patients results in prohibited duplicate discounts, and/or (2) making other arrangements to prevent duplicable to covered entities or contract pharmacies to identify 340B claims and/or to submit 340B claims at legally or contractually specified pricing, with Medicaid agencies, Medicaid managed care organizations, ADAPs or other payers.

20. Confidentiality and Non-disclosure.

- 20.1. <u>Patient Privacy and HIPAA Compliance</u>. The parties recognize that each is a covered entity within the meaning of the federal Health Insurance Portability and Accountability Act ("HIPAA") and agree to protect and respect the patient rights to privacy and confidentiality concerning their medical and pharmaceutical records. Each party agrees to comply with HIPAA and other applicable state and federal laws. Failure by either party to abide by these requirements shall be a basis for immediate termination of this Agreement. In furtherance of the foregoing and during the term of this Agreement, Covered Entity shall enter into a HIPAA-compliant Business Associate Agreement with its 340B administrator, whereby its 340B administrator is Covered Entity's business associate.
- 20.2. <u>Non-disclosure</u>. In the course of performing under this Agreement, either of the parties may receive, be exposed to or acquire Confidential Information including but not limited to, all information, data,

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reports, records, summaries, tables and studies, whether written or oral, fixed in hard copy or contained in any computer data base or computer readable form, as well as any information identified as confidential of the other party ("Confidential Information"). Without limiting the foregoing, the parties acknowledge and agree that this Agreement, including the pricing terms of this Agreement, constitutes Confidential Information. For purposes of this Agreement, Confidential Information shall not include Protected Health Information, the security of which is the subject of this Agreement and is provided for elsewhere. The parties, including their respective employees, agents or representatives (i) shall only use the other party's Confidential Information as necessary and appropriate for the performance of this Agreement, (ii) shall not disclose to any third party the other party's Confidential Information except as otherwise permitted by this Agreement, (iii) only permit use of such Confidential Information by employees, agents and representatives having a need to know in connection with performance under this Agreement, and (iv) advise each of their employees, agents, and representatives of their obligations to keep such Confidential Information confidential. This provision shall not apply to Confidential Information: (1) after it becomes publicly available through no fault of either party hereto; (2) which is later publicly released in writing by the party hereto owning such Confidential Information; (3) which is lawfully obtained from third parties without restriction; or (4) which can be shown to be previously known or developed by either party hereto independently of the other party.

- 20.3. <u>Pharmaceutical Manufacturer Data Sharing</u>. Covered entity may participate in pharmaceutical manufacturer data sharing programs, by providing to Pharmacy thirty (30) days prior written notice, such notice shall include the following: (1) Name of the pharmaceutical manufacturer; (2) Specific data points to be shared; (3) Date range of claims; (4) Date by which Covered Entity intends to share the data; (5) Method to be used to share the data; (6) Data is secure and de-identified in accordance with applicable privacy laws; and (7) Whether the pharmaceutical manufacturer and any vendors handling the data have represented to Covered Entity that it cannot combine de-identified data with other data either in its possession or the possession of a third-party vendor to identify individual patients.
- 20.4. Enforcement, Each of the parties acknowledges and agrees that any breach by it of any of the provisions of Section 20.2 ("Restrictive Covenants") would result in irreparable injury and damage for which money damages would not provide an adequate remedy. Therefore, if either party hereto breaches, or threatens to commit a breach of, any of the Restrictive Covenants, the other party shall have the right and remedy (upon compliance with any necessary prerequisites imposed by law upon the availability of such remedy), which shall be independent and severally enforceable, and which shall be in addition to, and not in lieu of, any other rights and remedies available to it under law or in equity (including, without limitation, the recovery of damages), to seek to have the Restrictive Covenants specifically enforced (without posting bond and without the need to prove damages) by any court having equity jurisdiction, including, without limitation, the right to seek an entry against breaching party of restraining orders and injunctions (preliminary, mandatory, temporary and permanent), without posting bond and without the need to prove damages, against violations, threatened or actual, and whether or not then continuing, of the Restrictive Covenants. The existence of any claim or cause of action by the breaching party, whether predicated on this Agreement or otherwise, shall not constitute a defense to the enforcement of the Restrictive Covenants. In addition, any breach of the Restrictive Covenants shall constitute a material breach of this Agreement.
- 20.5. <u>Survival of Obligations</u>. The rights and obligations set forth in this Section 20 shall survive the termination of this Agreement.
- 21. Force Maleure. If any party is unable to perform any of its obligations under this Agreement because of any cause beyond the reasonable control of and not the fault of the party invoking this section, including any act of God, fire, casualty, flood, earthquake, war, strike, lockout, epidemic, destruction of production facilities, riot, insurrection or material unavailability, and if the non-performing party has been unable to avoid or overcome its effects through the exercise of commercially reasonable efforts, this party will give prompt notice to the

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other party, its performance will be excused, and the time for its performance will be extended for the period of delay or inability to perform due to such occurrences, except that if performance is extended under this section for more than 60 days, then at any time before reinstatement of the performance, the other party may terminate this Agreement upon notice to the non-performing party. Pharmacy will maintain commercially reasonable business continuity and disaster recovery plans.

- 22. Indemnification. Each party shall indemnify, defend, and hold harmless the other party from and against all third-party claims, damages, causes of action, costs or expense, including court costs and reasonable attorneys' fees, which may arise as a result of the indemnifying party's breach of applicable law or of any material term or condition of this Agreement. The obligation to indemnify shall survive termination of this Agreement regardless of the reason for termination.
- 23. Limitation of Liability. The parties agree that neither party, and neither party's officers, directors, employees or agents shall be liable to the other party for any claims, liabilities, or expenses relating to this Agreement for an aggregate amount in excess of the aggregate Dispensing Fees paid to Pharmacy pursuant to this Agreement, except (1) for amounts owed under Section 22 of this Agreement or (2) to the extent finally judicially determined to have resulted primarily from the breach of law by, or bad faith or intentional misconduct of, the party. In no event shall any party or any party's officers, directors, employees, or agents be liable for consequential, special, indirect, incidental, punitive or exemplary loss, damage, or expense relating to this Agreement.
- 24. <u>Relationship of the Parties; Third Party Beneficiaries</u>. The sole relationship between the parties is that of independent contractors. This Agreement will not create a joint venture, partnership, agency, employment or other relationship between the parties. Nothing in this Agreement will be construed to create any rights or obligations except among the parties; no person or entity will be regarded as a third-party beneficiary of this Agreement.
- 25. Notices. All notices and other communications required or permitted under this Agreement will be in writing and sent to the addresses set forth below (or at other addresses as specified by a notice). All notices will be deemed to have been received either: (a) when delivered, if delivered by hand or commercial courier, sent by United States registered or certified mail (return receipt requested); or (b) on the next business day, if sent by a nationally recognized commercial overnight courier.

If to Pharmacy:

Copy to:

Optum Rx, Inc.

1600 McConnor Parkway

Attn: General Counsel

Schaumburg, IL 60173-6801

Optum Rx, Inc. 1600 McConnor Parkway Schaumburg, IL 60173-6801 Department: OptumRx Specialty/Infusion Attn: SVP, 3408 Specialty & Infusion

If to Covered Entity:

WILL COUNTY COMMUNITY HEALTH CENTER [1106 Neal Ave Joliet, IL 60433 Attn: Chief Executive Officer

26. <u>Survival</u>. Any term of this Agreement that contemplates performance after termination of this Agreement will survive expiration or termination and continue until fully satisfied, including Section 20.2, which will survive so long as the information is Confidential Information or the data is proprietary to either party or its successors,

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successors-in-interest or assigns, and Sections 23 and 24, which will survive indefinitely.

27. <u>Waiver: Severability</u>. The failure of any party to insist in any one or more instances upon performance of any term of this Agreement will not be construed as a waiver of future performance of the term, and the party's obligations for the term will continue in full force and effect. The provisions of this Agreement are severable. The invalidity or unenforceability of any term or provision in any jurisdiction will be construed and enforced as if it has been narrowly drawn so as not to be invalid, illegal or unenforceable to the extent possible and will in no way affect the validity or enforceability of any other terms or provisions in that jurisdiction or of this entire Agreement in that jurisdiction.

28. Entire Agreement: Amendment. This Agreement and Attachments A, B, C and D ("Attachments") represent the entire understanding of the parties in the subject matter hereof and supersede all prior representations, agreements, and understandings among the parties, either oral or written including, but not limited to, prior pharmacy service agreements. The Attachments are incorporated herein and made a part hereof. Any amendments to this Agreement shall be in writing and signed by all parties hereto. This Agreement may be executed in one or more counterparts, each of which will be deemed an original, and all of which taken together shall be deemed one and the same instrument. A copy of this Agreement executed by electronic signatures and transmitted by email, shall be binding upon the parties as an original, executed and delivered in person.

The parties' duly authorized representatives are signing this 340B Pharmacy Services Agreement as of the Effective Date.

COVERED ENTITY	OPTUM PHARMACY 702, LLC				
Ву:	Ву:				
Name:	Name:				
Title:	Title:				
Date:	Date:				

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ATTACHMENT A

ELIGIBLE COVERED ENTITY SITES

WILL COUNTY COMMUNITY HEALTH CENTER 1106 Neal Ave. Joliet, IL 60433-2548 CH057880

Eligible Covered Entity sites shall include the Parent Entity site(s), all active Child sites, and their Associates listed in 340B OPAIS, currently registered and/or registered in the future.

*In the event there are nonmaterial discrepancies between the information in the above chart and the 340B OPAIS listing, including, E.G., typographical errors, punctuation, abbreviations, additional descriptions etc., the 340B OPAIS listing shall control, and the parties agree that an amendment to the agreement shall not be required.

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CONTRACTED PHARMACY LOCATIONS - SPECIALTY PHARMACIES

INTENTIONALLY OMITTED

When registering the pharmacies on the HRSA website, please use the information below as the pharmacy contact:

Nancy McCutcheon Sr. VP of Strategic Sales 651-983-0677 nancy.mccutcheon1@optum.com

Pharmacies registered may be utilized by all sites under the covered entity. In the event there is a nonmaterial discrepancy between the information in the above chart and the 340B OPAIS listing, e.g., a typographical error, punctuation, abbreviation, additional descriptive such as store number, etc., the 340B OPAIS listing shall control, and the parties agree an amendment to this agreement shall not be required.

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CONTRACTED PHARMACY LOCATIONS - HOME DELIVERY PHARMACIES

INTENTIONALLY OMITTED

When registering the pharmacies on the HRSA website, please use the information below as the pharmacy contact:

Nancy McCutcheon Sr. VP of Strategic Sales 651-983-0677 nancy.mccutcheon1@optum.com

Pharmacies registered may be utilized by all sites under the covered entity. In the event there is a nonmaterial discrepancy between the information in the above chart and the 340B OPAIS listing, e.g., a typographical error, punctuation, abbreviation, additional descriptive such as store number, etc., the 340B OPAIS listing shall control, and the parties agree an amendment to this agreement shall not be required.

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CONTRACTED PHARMACY LOCATIONS- INFUSION PHARMACIES

INTENTIONALLY OMITTED

When registering the pharmacles on the HRSA website, please use the information below as the pharmacy contact:

Nancy McCutcheon Sr. VP of Strategic Sales 651-983-0677 nancy.mccutcheon1@optum.com

Pharmacies registered may be utilized by all sites under the covered entity. In the event there is a nonmaterial discrepancy between the information in the above chart and the 340B OPAIS listing, e.g., a typographical error, punctuation, abbreviation, additional descriptive such as store number, etc., the 340B OPAIS listing shall control, and the parties agree an amendment to this agreement shall not be required.

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CONTRACTED PHARMACY LOCATIONS- GENOA PHARMACIES

Pharmacy Name	Address	NPI#	NCPDP#	DEA#
GENOA	1106 Neal Avenue, Joliet, IL 60433	Pending	Pending	Pending

Commented [PS1]: New Genoa pharmacy at Will County HC will be added when information is obtained.

When registering the pharmacies on the HRSA website, please use the information below as the pharmacy contact:

Nancy McCutcheon Sr. VP of Strategic Sales 651-983-0677 nancy.mccutcheon1@optum.com

Pharmacies registered may be utilized by all sites under the covered entity. In the event there is a nonmaterial discrepancy between the information in the above chart and the 340B OPAIS listing, e.g., a typographical error, punctuation, abbreviation, additional descriptive such as store number, etc., the 340B OPAIS listing shall control, and the parties agree an amendment to this agreement shall not be required.

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ATTACHMENT C

COMPENSATION FOR SERVICES - PHARMACY'S DISPENSING FEE

Dispensing Fee.

- 1. 3408 Specialty Pharmacy Dispensing Fee: Intentionally Omitted
- 2. 3408 Home Delivery Pharmacy Dispensing Fee: Intentionally Omitted
- 3. 340B Infusion Pharmacy Dispensing Fee: Intentionally Omitted
- 4. 340B Genoa Pharmacy Dispensing Fee:
 - a. For each 340B eligible claim dispensed from a Pharmacy listed on Attachment B-4, that is covered by the Eligible Patient's third-party prescription drug coverage (including scripts on which no benefit is payable due to a deductible): eleven percent (11.0%), based on the Reference Price of the drug dispensed, plus ten dollars (\$10.00) per claim with a maximum Dispensing Fee of two hundred dollars (\$200).
 - b. For each 340B eligible claim dispensed from a Pharmacy listed on Attachment B-4, that is not covered by the Eligible Patient's third-party prescription drug coverage (i.e., purchased by Eligible Patient pursuant to a 340B Cash Discount Plan): twenty-five dollars (\$25.00) per claim.

"Reference Price" means the basis used to pay Covered Entity before the applicable Dispensing Fee is applied. The Reference Price is based on the Acquisition Cost and is dictated by Pharmacy. The Reference Price equation is different for specialty pharmacies, home delivery pharmacies, and infusion pharmacies.

"Acquisition Cost" means the Pharmacy's acquisition cost for the drug dispensed to an Eligible Patient, net of prompt pay or other discounts, for the most recent month for which the information is available, as reported by Pharmacy.

Remittance to Covered Entity's 340B administrator. For each eligible claim dispensed to an Eligible Patient (as determined by its 340B administrator), Pharmacy shall remit to Covered Entity's 340B administrator the amount of the applicable Reference Price, less the applicable Dispensing Fee, which amount shall be set forth in an invoice provided to Pharmacy by Covered Entity and/or its 340B administrator. For the avoidance of the doubt, the NPI of the dispensing Pharmacy will determine which Dispensing Fee applies.

Winners Only Model. The parties agree that any claim that creates negative revenue for either the Covered Entity or Pharmacy will be excluded from the program and not considered for 340B eligibility.

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ATTACHMENT D

OPERATIONAL PROCEDURES

Item	Decision Point	Defined
Optum Replenishment Frequency	On the mutually agreed upon schedule, and if applicable contingent upon Covered Entity payment confirmation, 340B administrator shall order, for delivery to Pharmacy, all 340B Drugs which have been determined to be eligible and have reached a full package size but have not yet been delivered to Pharmacy.	1x per week
Genoa Replenishment Frequency	On the mutually agreed upon schedule, and if applicable contingent upon Covered Entity payment confirmation, 340B administrator shall order, for delivery to Pharmacy, all 340B Drugs which have been determined to be eligible and have reached a full package size but have not yet been delivered to Pharmacy.	3-4x per weel
Wholesaler	Cardinal is the ONLY wholesaler to be used for replenishment by Covered Entity	Cardinal
Model	What type of 340B program model is this: 'all claims', 'brand only', 'winners only'? A 'winners' only model means that any claim that creates negative revenue for either the Covered Entity or Pharmacy will be excluded from the program and not considered for 340B eligibility.	Winners Only
Specialty Central Replenishment Model	A central fill replenishment model directs all replenishment to a certain location. How accumulators are handled will vary by TPA. Please contact your TPA for direction on wholesaler account set up variations. Optum Pharmacy 702, LLC in Jeffersonville, IN will be the Central Replenishment site for all Specialty claims except for the two pharmacies listed below: • Optum Pharmacy 801, LLC, 24416 N 19TH AVE, STE. 100, PHOENIX, AZ 85085 • Optum Pharmacy 701, LLC, 4100 S SAGINAW ST, STE D, FLINT, MI 48507-2683	Optum Pharmacy 702 LLC in Jeffersonville, IN
Central Replenishment Model	The following Specialty dispensing location shall be the replenishment site for its own replenishments. • Optum Pharmacy 801, LLC, 24416 N 19TH AVE, STE. 100, PHOENIX, AZ 85085	
Central Replenishment Model	The following Specialty dispensing location shall be the replenishment site for its own replenishments. • Optum Pharmacy 701, LLC, 4100 S SAGINAW ST, STE D, FLINT, Mi 48507-2683	
HDP Central Replenishment Model	A central fill replenishment model directs all replenishment to a single location. How accumulators are handled will vary by TPA. Please contact your TPA for direction on wholesaler account set up variations. The HDP pharmacy in Overland Park, KS will be the single replenishment site for all HDP replenishments. *Required for registered Home Delivery pharmacies	Overland Park, KS
Infusion Central Replenishment Model	A central fill replenishment model directs all replenishment to a single location. How accumulators are handled will vary by TPA. Please contact your TPA for direction on wholesaler account set up variations. The Infusion pharmacy in Lenexa, KS will be the single replenishment site for all Infusion replenishments. *Required for registered Infusion pharmacies	Lenexa, KS

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Genoa Replenishment Model	The Genoa dispensing location shall be the replenishment site for Genoa replenishments.	
Invoicing on Replenishment	Invoicing Model: Allow Pharmacy to reimburse Covered Entity for claims that have been replenished. Once replenishment is sent to the Pharmacy, the 340B administrator will allocate the replenishment to a claim and include that claim on the following Pharmacy invoice.	ON
Reprocessing Window	If new or additional information causes the 340B administrator to re-designate a claim as 340B eligible that was originally deemed ineligible, any reprocessing of such claims must be completed within the number of calendar days specified. If additional eligiblity information has become available to make a previous ineligible claim now 340B eligible, 340B administrator will add the additional 340B eligible claims to the Batch Claims Response File communicated to the 340B administrator.	365 Days
Invoicing on Replenishment Pharmacy Fee	Invoice full Pharmacy fee for each claim or invoice percent of Pharmacy fee based on percent of claim invoiced.	FULL
Reverse Un-invoiced Claims After X days	dispensations, a partial claim inventory adjustment will be made for the quantity of the drug that was not replenished. For a 340B Discount Cash Claim, Covered Entity will remit avgreant to be Pharmacy for the amounts of the drug in guestion of t	
True-Up Replacement Price	Pharmacy shall pay Covered Entity the Replacement Price if Covered Entity or its 340B administrator (1) over replenishes Pharmacy, or (2) reverses a claim after Pharmacy has already received replenishment. Covered Entity will use this replacement price to reconcile the matter with the drug manufacturer only after the following solutions have been exhausted - Product return, Manufacturer payback. [Cardinal clients only: Credit rebill].	AWP-20%
340B Discount Cash Plan	A 340B discount cash plan selected from the 340B administrator cash plans options, intended for the purpose of passing through the 340B discount to the patient.	By request
CIIIsVs	Include or exclude these drugs	Included
Clls	In contract pharmacy - CIIs require the use of 222 forms; In-house pharmacy order as usual	Excluded
Invoicing	Frequency with which Pharmacy is invoiced on behalf of the Covered Entity.	1st and the 15t day of the month
Payment Terms	Within _ number of days from Invoice date, Pharmacy shall remit payment thereof by electronic funds transfer to Covered Entity and/or its 340B administrator.	30 Days

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Will County Board of Health Resolution #23-37

Resolution of the Will County Board of Health Will County, Illinois

APPROVAL FOR THE WELL-WOMAN PROGRAM OUTDOOR DIGITAL DISPLAY CAMPAIGN IN JOLIET, BOLINGBROOK, ROMEOVILLE, PLAINFIELD, LOCKPORT, AND NEW LENOX, IL

WHEREAS, the Family Health Services (FHS) Division of the Will County Health Department operates the Well-Woman Program, and

WHEREAS, grant dollars have been appropriated for advertising in the Well-Woman program budget to educate female Will County residents (aged 18-44) about the importance of women's health and scheduling annual well-woman appointments, and

WHEREAS, the campaign includes digital ads, for 7-weeks at 22 host locations in Joliet, Bolingbrook, Romeoville, Plainfield, Lockport, and New Lenox, IL that will create approximately 5,692,631 impressions.

NOW, THEREFORE, BE IT RESOLVED that the Board of Health approves the purchase of outdoor digital display advertising with Community Digital Displays in Joliet, Bolingbrook, Romeoville, Plainfield, Lockport, and New Lenox, IL in the amount of \$19,999.

DATED THIS 21st day of June, 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health



ADVERTISER:	Will County	Health Department	

PRODUCT Well Women 2023 Campaign

CONTRACT #: WCHD-138 DATE: 6/1/2023

AGENCY: None

LOCATION DESCRIPTION	SIZE:	LEASE TERM	Net 4-Week PAYMENT	TOTAL PAYMENT
See Attached	Various	6/26/23 - 8/13/23	\$11,428.00	\$19,999.0
				\$19.999.0
	DESCRIPTION	DESCRIPTION	DESCRIPTION TERM See Attached Various 6/26/23 - 8/13/23	DESCRIPTION TERM PAYMENT

TOTAL CONTRACT PAYMENT

Special Conditions:

Includes installation of advertiser supplied artwork with unlimited copy changes at no additional cost. Digital ads display in a 10 second slot rotating on average every 80 seconds on each location for 1080 times per 24 hour day. Illumination: 24 Hours

In consideration for the payments listed above, the undersigned hereby authorizes and directs BRT Outdoor, LLC to display and maintain the advertising copy specified above, for which the Agency and/or Advertiser, joint and severally, agree to pay BRT Outdoor, LLC the fees, all in accordance with the conditions set forth on the back of this agreement.

ACCEPTED AND AGREED TO BY:

ADVERTISER/AGENCY: Will County Health Department

BILLING ADDRESS: 501 Ella Avenue

Joliet, IL 60433

PHONE: 815.740.8982

E-mail: ebilotta@willcountyhealth.org

CONTACT / TITLE: Elizabeth Bilotta, Executive Director

BRT Outdoor, LLC

P. O. Box 5097

Naperville, IL 60567

PHONE: 847-344-2918

E-mail: Todd@chicagobillboards.com

CONTACT / TITLE: Todd Sanders

SIGNATURE

DATE

SIGNATURE

DATE

Note: Community Digital Displays and Chicagobiliboards com are wholly owned subsidaries of BRT Outdoor, LLC and may be used as a d/bia on behalf of BRT Outdoor, LLC

								4-Week Nat-	and second
ocations	Location Number	Location Description	Face	Latitude	Longitude	Size	Available	Rate	18+ Weekly Impressions
1	BB-8FW	Boughton Rd, NS, E/O Janes Ave, FW	W	41.72320	-88.03940	8'x16'	6/26/23 - 8/13/23	\$650	123,265
2	BB-9FN	Weber Rd, WS, at Remington Blvd, FN	N	41.66259	-88.12548	8'x16'	6/26/23 - 8/13/23	\$500	69.979
3	BB-9FS	Weber Rd, WS, at Remington Blvd, FS	S	41.66262	-88.12542	8'x16'	6/26/23 - 8/13/23	\$500	62,790
4	BB-10FE	Hassert Dr (111th St), SS, 50' E/O Plainfield-Naperville Rd, FE	E	41.68125	-88.16621	6'x12'	6/26/23 - 8/13/23	\$500	34,914
5	BB-10FW	Hassert Dr (111th St), SS, 50' E/O Plainfield-Naperville Rd, FW	w	41.68125	-88.16621	6'x12'	6/26/23 - 8/13/23	\$500	39,145
6	BB-11FN	Rt 53, WS, 25' S/O Marquette Drive, FN	N	41.67167	-88.06750	6'x12'	6/26/23 - 8/13/23	\$500	12,379
7	BB-14FE	159th St, SS, W/O I-355, FE	E	41.59783	-88.01557	8'x16'	6/26/23 - 8/13/23	\$500	11,532
8	BB-14FW	159th St, SS, W/O I-355, FW	W	41.59783	-88.01557	8'x16'	6/26/23 - 8/13/23	\$500	14,282
9	BB-15FSW	Weber Rd, ES, at Bougton Rd, FSW	SW	41.70301	-88.12538	6'x12'	6/26/23 - 8/13/23	\$650	101.062
10	BB-16FSE	Weber Rd, WS, at Renwick Rd, FSE	SE	41.59555	-88.12316	9'x18'	6/26/23 - 8/13/23	\$500	56,903
11	BB-16FW	Renwick Rd, NS, at Weber Rd, FW	W	41.59555	-88.12316	9'x18'	6/26/23 - 8/13/23	\$500	57,595
12	BB-17FE	119th St (Rodeo Dr), NS, at Bolingbrook Golf Club, FE	E	41.66751	-88.14826	6'x12'	6/26/23 - 8/13/23	\$500	7,903
13	BB-17FW	119th St (Rodeo Dr), NS, at Bolingbrook Golf Club, FW	w	41.66751	-88.14826	6'x12'	6/26/23 - 8/13/23	\$500	10.660
14	BB-22FS	Rt 59, WS, .25 Mile N/O Caton Farm Road, FS	S	41.56851	-88.20072	8'x16'	6/26/23 - 8/13/23	\$550	19,440
15	BB-23FS	Chicago St (Hwy 53), ES, at 5th Ave, FS	S	41.51493	-88.08104	6'x12'	6/26/23 - 8/13/23	\$500	19,231
16	BB-25FW	Hwy 52 (Jefferson), SS, at Hammes Ave, FW	w	41.52227	-88.13061	6'x12'	6/26/23 - 8/13/23	\$578	35,543
17	BB-26FNE	Essington, WS, at Theodore, FNE	NE	41.55101	-88.16124	6'x12'	6/26/23 - 8/13/23	\$500	24,720
18	BB-27FNE	Maple Ave (US Hwy 6), SS, at Walnut Dr, FNE	NE	41.53681	-88.05364	8'x16'	6/26/23 - 8/13/23	\$500	21,676
19	IMP-12FS	Essington, ES, at Hennipin, FS	S	41.57291	-88.16181	6'x12'	6/26/23 - 8/13/23	\$500	18,019
20	IMP-16FS	Houbolt Rd, ES, at Rock Creek Rd, FS	E	41.49551	-88.16841	6'x12'	6/26/23 - 8/13/23	\$500	16,759
21	IMP-17FE	Hwy 52 (Jefferson), SS, 150' E/O Airport Road, FE	E	41.52159	-88.17991	8'x16'	6/26/23 - 8/13/23	\$500	23,514
22	IMP-17FW	Hwy 52 (Jefferson), SS, 150' E/O Airport Road, FW	w	41.52159	-88.17991	8'x16'	6/26/23 - 8/13/23	\$500	31,922

CONTRACT TERMS

The Advertising Agency/Advertiser (hereafter called "the Advertiser" hereby authorizes and directs BRT Outdoor, LLC ("BRT") to post and maintain advertising copy upon the faces of the billboard signs listed on the front of this agreement, for which the Advertiser agrees to pay BRT all fees listed on the front of this agreement in accordance with and governed by the following terms and conditions.

1.0 ARTWORK AND DELIVERY OF MATERIALS: Advertiser will furnish BRT artwork for copy to be produced by BRT at the Advertiser's request and expense, at least 30 days prior to the scheduled posting date. Finished materials provided by the Advertiser must be produced according to BRT's specifications for copy installation and delivered to BRT or BRT's designated installer at least 10 days prior to the scheduled posting date. BRT reserves the right to reject material that it deems, in BRT's sole discretion, to be objectionable. Any such rejection shall not affect the Advertiser's obligation to pay the fees contemplated by the Agreement.

2.0 COPY INSTALLATION: Unless otherwise specified on the front of this agreement or agreed upon by both parties, BRT agrees to provide the original materials installation of Advertiser furnished materials at the commencement of the advertising start date as listed on the front of this agreement. This installation shall be subject to the industry standard of within five days before or after the specified start date. Any additional installation or copy change requests will be paid to BRT by the Advertiser.

3.0 EXTENSIONS AND EMBELLISHMENTS: Advertiser may, subject to BRT's approval and at the Advertiser's sole cost and expense payable to BRT, which approval will not be unreasonably withheld, cause BRT to add extensions, special treatments or embellishments or to alter any sign face during the Agreement term, provided that such extensions or embellishments do not violate any law or any agreement between BRT, the Advertiser and/or a third party.

4.0 ILLUMINATION: Subject to events which are beyond the control of BRT, BRT shall illuminate the sign location(s) indicated on the front of this agreement. Such illumination shall begin one-half hour after sunset and shall end at midnight. In the event that BRT fails to provide illumination for any such signs and such failure is solely within the control of BRT, then and only in such event, the net monthly fee attributable to such sign location shall be reduced by an amount equal to 10% of the per diem fee which is allocated, pursuant to the schedule, to such sign for each day such sign is not illuminated. In addition, in the case of governmental or utility actions which results in total and permanent elimination of such illumination, the monthly fee attributable to such location shall be reduced by an amount equal to 10% of the per diem fee which is allocated, pursuant to the schedule, to such location shall be reduced by an amount equal to 10% of the per diem fee which is allocated, pursuant to the schedule, to such location shall be reduced by an amount equal to 10% of the per diem fee which is allocated, pursuant to the schedule, to such sign. Other than the reasons stated above, there shall be no reduction in the fees payable by the Advertiser.

5.0 RIGHTS OF ADVERTISER: Neither the Advertiser, nor their respective agents or employees shall be enlilled to have access to any of the signs or sign structures without the prior written consent of BRT, which consent may be withheld by BRT for any reason. This Agreement creates a license only for the Advertiser to use the sign faces described in this Agreement. Advertiser acknowledges that the Advertiser will not claim at any time any interest or estate of any kind or extent whatsoever in the real property wherein the sign is located and that the Advertiser's rights herein shall be limited to the Agreement to use the portion of the sign face display area herein described.

6.0 PAYMENTS: Advertiser shall make all payments to the order of BRT Outdoor, LLC., PO Box 5097, Naperville, IL 60567. All payments will be due and payable pursuant to the Illinois Local Government Prompt Payment Act.

7.0 TAXES: BRT shall be responsible for and pay all taxes except for use, sales and professional service taxes which the Advertiser shall pay and BRT will include in its monthly invoice.

8.0 DEFAULT: In the event of any failure of the Advertiser to pay any fee or any amount due for more than ten (10) days after notice or non-payment, or in the event of any failure to perform any other of the terms, conditions or covenants of this Agreement more than thirty (30) days after written notice of such default shall have been giver; or if the Advertiser, or any guarantor of the Agreement shall become insolvent, or file any debtor proceedings or have taken against it or a petition for reorganization, or for the appointment of a receiver or trustee, or the assignment for the benefit of the creditors, or if the Advertiser shall fail to provide the artwork described in Section 1.0 hereof, or if the Advertiser shall fail to provide the artwork described in Section 1.0 hereof, or if the Advertiser shall have been in default in the payment of any fee or other amount due hereunder more than two (2) times and because of such defaults BRT shall have served upon the Advertiser two (2) or more 10-day notices (a default of this provision shall be deemed non-curable), then and in the event of any one of more of the foregoing events, BRT, in addition to any other rights or remedies it may have, shall have the immediater right to terminate the Advertiser's right to the use of the sign face, all without service of notice or resort to legal process and without BRT being deemed guilty of trespass or becoming liable for any loss or damage which may be occasioned thereby.

9.0 REMEDIES: Should BRT elect to declare a default as hereinabove contemplated, BRT may either terminate this Agreement or BRT may, from time to time, at its election, without terminating this Agreement, remove the advertising material from the sign face and enter into agreements with other parties with respect to the sign face at such fees and upon such other terms and conditions as BRT in its sole discretion may deem advisable. All fees received by BRT from such other parties, shall be applied: first, to pay for the cost of the removal of the Advertiser's advertising materials; second, to pay the cost of concessions, abatements; third, to pay costs of alterations and repairs; and fourth, to the fees due and unpaid hereunder. If the fees applied from such other parties to the fees due and unpaid hereunder shall be less than that due and unpaid hereunder during that month, Advertiser shall pay any such deficiency to BRT immediately upon demand.

12.0 CANCELLATION: This agreement may be canceled upon the following:

12.1 BRT shall have the right, in its discretion, to terminate, that portion of this Agreement, (without liability of BRT to Advertiser), relating to any sign location or locations which BRT is unable to use or operate because of any one or more of the following: 1) acts of God; 2) fire or destruction of the sign structures; (3) shortages of labor or materials; 4) present or future laws, ordinances, orders, rules or

regulations which prohibit the signs or restrict their use; 5) termination, of any of the leases or easement agreements underlying the sign structure locations, 6) any other cause or event outside the reasonable control of BRT.

13.0 INDEMNIFICATION:

13.1 BRT shall indemnify, defend and hold harmless the Advertiser including their officers, directors, employees and agents against any claims, losses, damages, judgments or costs, including reasonable attorneys' fees, incurred by the Advertiser (excluding indirect, consequential or incidental damages) in connection with any cause of action against the Advertiser, arising from any loss or damage to property or persons due solely and exclusively to the construction, maintenance and removal of the signs. Advertiser shall promptly advise BRT in writing of any claim and BRT shall defend or compromise any third-party claim at BRT's expense.

13.2 Advertiser assumes sole responsibility for all artwork, copy and materials provided to BRT, and shall indemnify and defend BRT, its officers, directors, employees and agents against any claims, losses, damages, judgments and costs, including reasonable attorney's fees, incurred by BRT (excluding indirect, consequential or incidental damages) and in connection with any claim or suit alleging libel, invasion of privacy, copyright infringement or any cause of action arising from the display of the artwork, copy or materials unless and to the extent said claim or suit arises solely from a material error or omission by BRT in posting the materials or reproducing the copy. BRT will promptly advise Advertiser in writing of any claim and Advertiser shall defend or compromise any third-party claim at Advertiser's expense.

14.0 LEGAL CAPACITY: This agreement is not binding unless accepted by an officer of BRT, and by an officer of the Advertiser. Each party warrants and represents to the other that they have legal capacity and authority to enter into and perform this agreement.

15.0 ENTIRE AGREEMENT: This contract embodies the entire agreement between the parties and supersedes and terminates without further rights or obligations all prior agreements and understandings relating to the subject matter hereof. This contract may be amended only in writing signed by all parties.

16.0 ASSIGNMENT: This contract may not be assigned by the Advertiser without the written permission of BRT which BRT will not unreasonably withhold. In the event of any such assignment, the Advertiser shall not be relieved of its obligation under this Agreement. If this contract is entered into by an agency on behalf of an advertiser, the agency may assign this agreement to the advertiser provided it is the same advertiser on the front of this Agreement. Upon assignment, the agency shall promptly send BRT a copy of the signed assignment and acceptance of this assignment. BRT shall have the right to sell or assign this Agreement with written notice to, or consent of the Advertiser.

17.0 CAPTIONS / SEVERABILITY / GOVERNING LAW / JURTISDICTION:

17.1 The captions and paragraph numbers appearing in this agreement are for convenience only and in no way limit or enlarge the scope of meaning of the language.

17.2 If any provision of this Agreement is found or rendered invalid, it shall not affect the remaining terms.

17.3 Illinois law shall govern the interpretation and enforcement of this Agreement.

17.4 Advertiser and BRT irrevocably consent to the exclusive jurisdiction and venue of the State courts located in Will County, Illinois.

18.0 FREEDOM OF INFORMATION ACT: BRT understands and agrees that the Board of Health, as a public body, is subject to and obligated to comply with the Illinois Freedom of Information Act, 5 ILCS 104/1 et seq., (FOIA) and certain information with respect to the Service provided hereunder may be subject to disclosure in whole or in part under FOIA and agrees to comply with all requests made by the Board of Health for public records (as that term is defined by Section 2(c) of FOIA) in the BRT's possession and provide the requested public records to the Board of Health. BRT agrees to indemnify and hold harmless the Board of Health from all claims, costs, penalties, losses and injuries (including but not limited to, attorneys' fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or related to its failure to provide the public records to the Board of Health under this Contract.



Will County Board of Health Resolution #23-38

Resolution of the Will County Board of Health Will County, Illinois

APPROVAL FOR THE ADOPTION OF SUCCESSOR COLLECTIVE BARGAINING AGREEMENT WITH AFSCME 31 LOCAL 1028

WHEREAS, the County of Will, the Will County Health Department and AFSCME, Local 1028 have reached a tentative agreement for a successor collective bargaining agreement for the Will County Health Department covering the period of December 1, 2021 through November 30, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Board of Health approves this successor collective bargaining agreement as attached.

DATED THIS 21st day of June 2023

Billie Terrell, Ph.D., ACSW, President Will County Board of Health

The Collective Bargaining Agreement (CBA) Summary

The Collective Bargaining Agreement (CBA) covering the period of December 1, 2021 through November 30, 2025 was ratified by AFSCME staff on June 7, 2023 and approved by the Will County Board on June 15, 2023. A resolution is included for approval by the Will County Board of Health.

Many of the key elements of the CBA mirror what was agreed to in other Will County AFSCME contracts, as detailed below:

- 6.75% increase retroactive to December 1, 2022
- 3.75% increase as of December 1, 2023
- 3.00% increase as of December 1, 2024
- \$1,000 signing bonus for active bargaining unit members upon ratification and adoption of this CBA
- Juneteenth recognized and observed as a paid holiday
- FMLA eligible employees are granted up to 4 weeks of paid parental leave after the birth or placement of their new or adopted child
- Longevity payment of \$200 per month will now be paid upon reaching the top step of the wage schedule, the previous one year waiting period is removed

Financial considerations specific to the Health Department include:

- Elimination of 2 steps on the wage schedule as of June 1, 2023
- Elimination of 1 step on the wage schedule as of June 1, 2024
- Elimination of 1 step on the wage schedule as of June 1, 2025
- Individual Equity Adjustments
- Annual uniform allowance increased from \$330 to \$350 for staff required to wear a uniform
- Expansion of the uniform allowance program to add a \$150 allowance and to expand to include additional job classifications
- Up to 5 hours paid time off to complete continuing education activities for staff obligated to meet continuing education requirements to maintain licensing

The projected expense related to the terms of this Collective Bargaining Agreement is \$1.25 million for fiscal year 2023 and \$2.15 million for fiscal year 2024. Due to the significant impact of these increases on our budget, we have met with County leadership to request an increase to our levy allocation. These efforts will be on going.





DRAFT FOR RATIFICATION VOTE – 6/6/23

COLLECTIVE BARGAINING AGREEMENT

Between

THE COUNTY OF WILL AND THE WILL COUNTY BOARD OF HEALTH

AND

AFSCME LOCAL 1028, AFL-CIO

December 1, <u>2016</u> <u>2021</u> – November 30, <u>2021</u> <u>2025</u>

4834-2651-7160.v4

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PREAMBLE

This Agreement is entered into by and between the County of Will and Will County Board of Health, signatories hereto, hereinafter referred to as "the Employer", with and between the American Federation of State, County and Municipal Employees (AFSCME) Council 31, for and on behalf of its Local 1028, hereinafter referred to as "the Union", as agent/representative for the Bargaining Unit, hereinafter referred to as "the Employee(s)".

The purpose of the Agreement is to promote harmonious relations among the Employer, the Union, and the Employees; to establish an equitable and peaceful procedure for resolving grievances of the Employees; and to set forth certain terms of employment for Employees. The Union recognizes, however, that this Agreement shall in no way restrict the right of any governmental bodies or elected public officials to perform their duties and obligations, as required by law.

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ARTICLE I <u>RECOGNITION</u>

Section 1.1 - Recognition

The Employer recognizes the Union as the sole bargaining agent for Employees who are employees in the classifications indicated on Annex A, which is attached hereto and made a part hereof, in matters concerning wages, hours, working conditions, fringe benefits, and other employment problems.

Section 1.2 - New Classifications

When the Employer establishes a new classification, and that classification is a successor title to a classification covered by this Agreement with no substantial changes in duties, or the new classification contains a significant part of the work now done by any of the classifications in the Bargaining Unit, the new classification shall become a part of this Agreement.

Section 1.3 - Integrity of the Bargaining Unit

The Employer recognizes the integrity of the Bargaining Unit, and shall not take any action directed at eroding it. Subject to the provisions of this Agreement, the Employer shall continue to endeavor to assign Bargaining Unit work to Bargaining Unit Employees.

Section 1.4 - Union Exclusivity

The Employer shall not meet, discuss, confer, subsidize or negotiate with any other Employee organization or its representatives, on matters pertaining to hours, wages, and working conditions, nor shall the Employer negotiate with Employees over their hours, wages and working conditions, except as provided herein.

ARTICLE II MANAGEMENT RIGHTS

Section 2.1 - Rights Residing in Management

Except as amended, changed or modified by this Agreement, the Employer retains the exclusive right to manage the operations, determine its policies, budget and operations, the manner of exercise of its statutory functions and the direction of its working forces, including, but not limited to the rights to hire, promote, demote, transfer, allocate and assign Employees; to discipline, suspend and discharge for just cause; to relieve Employees from duty, because of lack of work or other legitimate reasons; to determine the size and composition of the work force; to make and enforce reasonable rules of conduct and regulations; to determine the departments, divisions and sections and work to be performed therein; to determine the number of hours of work and shifts per workweek; to establish and change work schedules and assignments; to introduce new methods of operation; to eliminate, contract, and relocate or transfer work and maintain efficiency.

Section 2.2 - Statutory Obligations

Nothing in this Agreement shall be construed to modify, eliminate or detract from the statutory responsibilities and obligations of the Employer, except that the exercise of its rights in the furtherance of such statutory obligations shall not be in conflict with the provisions of this Agreement.

Section 2.3 - Work Rules

- a. Whenever the Employer determines it is necessary to formalize work rules, such rules shall be in writing.
- b. Copies of written work rules, including formal policies and procedures, shall be provided to affected Employees.

ARTICLE III UNION RIGHTS

Section 3.1 - Union Activity During Working Hours

- a. Employees shall, after giving appropriate notice to their supervisor, be allowed reasonable time-off, with pay, during working hours to investigate and process grievances, attend Union negotiations, labor/management meetings, and committee meetings, if such committees have been established by this contract, or meetings called or agreed to by the Employer, if such Employees are entitled or required to attend such meetings, by virtue of being Union representatives, stewards, witnesses, or grievants.
- b. Employees may not be excused from employment, for the purpose of Union negotiations, if such absence would substantially hinder the efficient operation of their Department.

Section 3.2 - Union Business Access

- a. The Employer agrees that a Local representative or officer, or AFSCME Staff Representative shall have reasonable access to the premises of the Employer for the purpose of the administration of this Agreement, giving notice upon arrival to the appropriate Employer representative.
- b. Appointments and/or schedules for all necessary Union business meetings, involving three (3) or more people from the Bargaining Unit on County premises, shall be made in advance, with the appropriate Agency Heads or their designated representatives.
- c. Time and space are to be made available, at reasonable times, as needed, in a manner that does not interfere with providing service to the public.

Section 3.3 - Time-Off for Union Activities

- a. A maximum of five (5) Local Union Representatives shall be allowed time-off, without pay, for legitimate Union business, such as State or area-wide Union committee meetings, or conventions, provided such Representatives shall give reasonable notice to their Supervisors of such absence, and shall be allowed such time-off, if it does not substantially interfere with the operating needs of the Employer.
- b. Employees may use any accumulated holidays, personal days, vacation days, or compensatory time in lieu of taking such time without pay.
- c. No more than seventy-five (75) working days shall be granted, per contract year, for all Employees of the Bargaining Unit. An Employee who utilizes accumulated time in lieu of taking such time without pay shall not have such days counted toward the seventy-five (75) day maximum.
- d. One Union officer shall be allowed time off, without pay, to attend the monthly County Board meeting, if it does not substantially interfere with the operating needs of the Employer. The Employer shall provide the Union President with a copy of the approved minutes of each Board of Health Meeting.

Section 3.4 - Union Bulletin Boards

- a. The Employer shall provide bulletin boards or space in each department or geographical location.
- b. The number, size and location of each board shall be mutually agreed to by the parties in each location.
- c. The boards and/or space shall be for the sole and exclusive use of the Union.
- d. The items posted shall not be political, partisan or defamatory in nature.

e. The Agency Head shall be provided with a copy of notices upon posting.

Section 3.5 - Designation Of Stewards

The Union shall provide the Employer with a written designation of Stewards for each Bargaining Unit and shall keep the written designation current (to be revised within ten (10) calendar days of change). Union Stewards may represent Employees in any Agency or Bargaining Unit.

ARTICLE IV UNION SECURITY

Section 4.1 - Union Presentation at Orientation

- a. By mutual arrangement regarding time and place with the Employer, the Union shall be allowed to orient, educate and update each Employee for up to one hour for the purpose of informing employees of their rights and obligations under this collective bargaining agreement and without loss of pay for the Employees involved. New hires shall be included in such orientation as soon as possible, but not later than one month from their initial date of employment.
- b. The Employer shall provide the Union with the names of new Eemployees, home address, job title, worksite location, work telephone number, identification number, if available, date of hire, work email address, any home and personal cellular telephone numbers on file with the Employer, and any personal email addresses on file with the Employer within five-ten (105) working days after the new Employees report for duty. Such information shall be provided in Excel or other format as specified by the Union.

Section 4.2 - Union Withholding

- a. The Employer agrees to deduct from the pay of those who individually request it any or all of the following within thirty (30) days of notice of authorization, and in accordance with the terms of an employee's written authorization:
 - 1. Union membership dues, assessments, or fees;
 - 2. Union sponsored benefit programs;
 - 3. P.E.O.P.L.E. contributions (Public Employees Organized to Promote Legislative Equality)

Requests for any of the above shall be made on a form <u>provided by the Unionagreed</u> to by the parties.

b. Upon receipt of an appropriate written authorization from an Employee, such deduction shall be withheld from each regular payroll paycheck and remitted to the Union at the address designated, in writing, to the Employer by the Union. The

Union shall advise the Employer of any increase in dues or other approved deductions in writing at least fifteen (15) days prior to its effective date.

- b.c. Employees wanting to revoke dues authorizations must be directed to the Union by the Employer. The Union will process the request and notify the Employer of the revocation.
- e.d. The Union Treasurer shall certify, to the Employer, the amount of the monthly dues, required for membership in the Union.
- de. This Section is pursuant to 50 ILCS 125/0.01 et. seq.

Section 4.3 - Employer NeutralityFair Share

- a. The Employer shall not discourage employees or applicants from becoming or remaining Union members or from authorizing dues deductions.
- b. All inquiries about Union membership shall be referred to the Union, except the Employer may communicate with employees regarding payroll procedures.
- c. The Employer will establish and make a good faith effort to implement a policy to prohibit and block the use of its email system by outside third parties to engage in the above referenced conduct.
- a. Employees covered by this Agreement, who are not members of the Union paying dues by voluntary payroll deduction, shall be required to pay, in lieu of dues, their proportionate fair share of the costs of the collective bargaining process, contract administration and the pursuance of matters affecting wages, hours and conditions of employment in accordance with the applicable Labor Relations Act.

The fair share payment, as certified by the Union, shall be deducted by the Employer from the earnings of the non-member employees. The aggregate deductions of the employees and a list of their names, addresses and social security numbers shall be remitted semi-monthly to the Union at the address designated in writing to the Employer by the Union. The Union shall advise the Employer of any increase in fair share fees in writing at least fifteen (15) days prior to its effective date. The amount constituting each non-member employee's share shall not exceed dues uniformly required to union members.

b. Should any employee be unable to pay their contribution to the Union based upon bona fide religious tenets or teachings of a church or religious body of which such employee is a member, such amount equal to their fair share, shall be paid to a nonreligious charitable organization mutually agreed upon by the employee affected and the Union. If the Union and the employee are unable to agree on the matter, such payments shall be made to a charitable organization from an approved list of charitable organizations. The employee will on a monthly basis furnish a written receipt to the Union that such payment has been made.

- The Union agrees to provide notices and appeal procedures to employees in accordance with applicable law.
- b. The Union shall indemnify, defend, and hold the Employer harmless against any claim, demand, suit or liability arising from any action taken by the Employer in complying with this Article.

ARTICLE V HOURS OF WORK

Section 5.1 - Regular Hours

The regular hours of work each day shall be consecutive, except that they may be interrupted by a meal period.

Section 5.2 - Work Week

The workweek shall consist of five (5) consecutive, pre-scheduled, seven and one-half (7.5) hour days, except as provided in Section 5.6.

Section 5.3 - Work Day

Seven and one-half (7.5) hours of work within the twenty-four hour (24) period beginning at the scheduled time, shall constitute the workday, except as provided in Section 5.6.

Section 5.4 - Work Shift

Seven and one-half (7.5) consecutive hours of work shall constitute a work shift, except as provided in Section 5.6.

Section 5.5 - Work Schedule

- a. Employees whose work schedule vary more than one (1) hour from their current workday or who work in continuous operations shall have their work schedule posted at each job site at least thirty (30) days in advance.
- b. Except for emergency situations, work schedules shall not be changed, unless proven operational needs of the Employer so necessitate.
- c. Hereafter where changes in schedules affecting the employees are warranted by operational needs, the Employer shall notify the Union at least thirty (30) days in advance, and upon timely request, negotiate with it concerning such changes
- d. Disputes over such changes shall be submitted at Step one (1) of the Grievance Procedure.

Section 5.6 - Continuous Operations

- a. Employees, engaged in continuous operations, are defined as being any Employee or group of Employees, engaged in an operation for which there is regularly scheduled employment for twenty-four (24) hours a day, seven (7) days a week.
- b. The work week, for Employees, engaged in continuous operations, shall consist of five (5) seven and one-half (7.5) hour days, or, if the needs of the institution require the scheduling of longer work days, the schedule shall be in accordance with existing customs and practices; however, no Employee shall be regularly scheduled for work more than seventy-five (75) hours in a two (2) week period.

Section 5.7 - Alternate Schedules

In lieu of the normal workweek as defined in Section 5.2, an Employee may request a flextime schedule. Subject to the operational needs of the Employer, it is the policy to grant such request except that where there are more requests than may be accommodated; an Employee who demonstrates a greater personal need shall have preference.

ARTICLE VI DAILY WORK BREAKS

Section 6.1 - Rest Periods

- a. All Employees' work schedules shall provide for a fifteen (15) minute rest period, during each half of their shift or workday, which shall be scheduled at the middle of each half of the shift or workday.
- b. Employees who, for any reason, work beyond their regular quitting time, i.e., beyond their regular seven and one-half (7.5) hour shift or workday, shall:
 - 1. Receive a fifteen (15) minute rest period, before or within a reasonable time after they start to work the additional time; and
 - 2. Be granted the regular rest periods that occur, during this shift.
- c. Employees, who are unable to take their first rest period, shall be able to combine such time, with their meal period or second rest period, that same day.

Section 6.2 - Meal Period

- a. All Employees shall be granted a meal period during each shift or workday.
- b. The meal period shall be scheduled at or near the middle of each shift or workday, in accordance with present standards and procedures, but in no event shall the meal period be less than thirty (30) minutes. Employees shall have the right to leave the work site during such periods.

ARTICLE VII SENIORITY

Section 7.1 - Seniority Defined

- a. Seniority is defined as the length of continuous service of an Employee for the Employer, within a given County Agency, since the Employee's most recent date of hire. In the event that two (2) or more employees have the same seniority date, the tie shall be broken first by the Employee with the longest continuous service with the County in this AFSCME bargaining unit from most recent date of hire being the most senior. If the employees remain tied, a coin flip will determine the most senior.
- b. All Employees shall serve in a probationary status, for six (6) months from their current date of current appointment or hire.
- c. Each Agency shall provide the Union with a correct and accurate semi-annual Seniority List which includes each Employee's bargaining unit seniority date, current grade, step, and wage, as of November 30th, but no later than the following January 1st, and as of May 31st, but not later than the following July 1st.
- d. Service time spent outside the bargaining unit in the employment of the agency will not be credited as continuous service time for bargaining unit seniority. Such time will only be used in determining benefits coverage earned under the Collective Bargaining Agreement.

Section 7.2 - Breaks in Continuous Service

- a. An Employee's continuous service record shall be broken by voluntary resignation, discharge or retirement.
- b. If an Employee returns to work for the Employer, within one (1) year and has not withdrawn from the Illinois Municipal Retirement Fund (IMRF), the break in continuous service shall be disregarded, except that no seniority shall have accumulated during the break in service.
- c. There shall be no deduction from continuous service, for any time lost, which does not constitute a break in continuous service.

Section 7.3 - Seniority Application

- a. In all applications of seniority, the "ability of the Employee" shall include the qualifications of an Employee to perform the required work.
- b. Where ability and qualifications to perform the required work are, among the Employees concerned, relatively equal, seniority, as defined in Section 7.1 above, shall govern.

Section 7.4 - Layoff

- a. In the event it becomes necessary to lay-off Employees, for any reason, they shall be laid-off in the inverse order of their seniority, in the Will County Health Department.
- b. No full-time Employee shall be laid-off, until any part-time, temporary, provisional or emergency Employee has first been laid-off.

Section 7.5 - Bumping

When Employees are laid-off, due to a reduction in force (RIF), they shall be permitted to exercise their seniority rights, to replace Employees with less seniority, provided that senior Employees have the ability and qualifications to fill the position in question.

Section 7.6 - Recall

- a. Employees shall be recalled from layoff, according to their seniority.
- b. Employees shall remain on lay off recall status for four (4) years.
- c. Notice of recall shall be given to the Employee, in writing, by certified mail, at the last known address of the Employee on file with the Agency. It shall be the responsibility of the Employee to maintain a current address with the Agency.
- d. Upon recall, a laid-off Employee shall have ten (10) working days from the date of receipt of the certified letter to accept recall. An unclaimed letter shall be considered as a refusal to return to work. If the Employee fails to return to work after notification, the Employee shall lose all recall rights.
- e. No new bargaining unit Employees shall be hired until all Employees, who have been on layoff status not more than four (4) years and who desire to return to work have been given a recall notice as provided herein.

Section 7.7 - Consolidation or Elimination of Jobs

- a. The Employer shall notify the Union thirty (30) days, prior to a layoff or the consolidation or elimination of jobs, as defined, in this Section. After such notification to the Union, the parties will meet within ten (10) working days for impact bargaining unless otherwise mutually agreed upon.
- b. Upon notification, the Employer and the Union shall meet and negotiate the impact on Employees affected.
- c. The ultimate decision, as to which positions and/or Employee classes are to be affected by any lay-off and when, is vested in the Employer.
- d. Employees, displaced by the elimination of jobs through lay off, job consolidation (combining the duties of two or more jobs), the installation of new equipment or

machinery, the curtailment or replacement of existing facilities, the development of new facilities, or for any other reason, shall be permitted to exercise their seniority rights, to transfer to any job in that agency, provided the Employee has the ability to perform the job.

ARTICLE VIII ASSIGNMENT OF SHIFT AND DAYS OFF

Section 8.1 - General

Employees shall have permanent shift and job assignments, based on seniority.

ARTICLE IX JOB VACANCIES

Section 9.1 - Definition of a Permanent Vacancy

For the purposes of this Article a permanent vacancy is created when:

- a. The Employer determines to increase the work force and to fill the new position(s).
- b. Any of the following personnel transactions take place and the Employer determines to replace the previous incumbent: terminations, transfers, promotions, demotions, and related transactions.

Section 9.2 - Posting

- a. Permanent vacancies shall be posted for bid, on a bulletin board in each work site of the posting Agency, for a period of ten (10) calendar days, as well as in other County Agencies. On the day of posting a vacancy for bid, the posting Agency shall provide the Union President or his/her designee with a copy of the posting.
- b. Employees interested in the vacancy must submit a County application to the Employer's designated agent within the ten (10) calendar day period. Employees who have not successfully completed their probationary period in their current position will not be allowed to apply for other positions within the Department.
- c. The bid notice shall state the position classification, the shift, the work location and assignment and the rate of pay for such job; however, the shift, work location or job assignment may be subject to change, as a result of the exercise of shift or job assignment preference, and the exercise of a shift or job assignment preference shall not necessitate reposting.
- d. Permanent vacancies shall be filled by the application of the provisions of this Article and Article VII, in the following order of priority:
 - 1. Job assignment and shift preference

- 2. Recall or transfer on layoff
- 3. Promotion and voluntary reduction
- 4. Transfer

Section 9.3 - Job Assignment

- a. When a job assignment vacancy is posted and more than one (1) Employee, within the position classification, requests such assignment, the basis of Employee selection shall be in accordance with Section 7.3.
- b. When a new job assignment is created and more than one (1) Employee, within the position classification, requests such assignment, the most senior Employee shall be given first consideration therefore.
- c. When permanent changes in job assignments are made by the Employer, in any Agency, the Employees, within the position classification affected by the change, may exercise their seniority, as defined in Article VII, to remain at their current assignments.
- d. When a job assignment vacancy is filled by job assignment preference, any vacancy created, as a result of such selection, shall thereafter be filled from the original bid list, without further posting; however, Employees, exercising their rights under this subsection, may do so only once every ninety (90) days.
- e. If the posted vacancy does not result in any Employee changing job classification and is just a job assignment posting, the following shall apply:
 - 1. Once the posted job assignment vacancy is filled, from those Employees in the same job classification who requested such, there shall be no further posting to fill the vacated assignment, unless the filling of such would therefore result in an Employee changing job classifications;
 - 2. Notwithstanding the seniority provisions, the vacated assignment shall be filled by the Employer, from available Employees in the same job classification, except that a request for such assignment, by the most senior Employee in the same classification making such request, shall be honored by the Employer.
- f. If the posted vacancy shall eventually result in any Employee changing job classification (promotions, etc.), the following shall apply:
 - 1. If the posted vacancy is filled by a request from an Employee in the same job classification from another work assignment, there shall be no additional posting to fill the vacated assignment, unless otherwise agreed on an Agency basis.

2. Such vacated assignment shall be filled, pursuant to Section 9.3c above, from among those Employees, not in the posted classification, who bid on the original vacancy and who have the qualifications and ability to do the work.

Section 9.4 - Shift Preference

- a. Absent any emergency operating needs, as defined by the Employer, or unless waived by mutual written agreement between the Employer and the Employee, any permanent change in an Employee's normal shift assignment, shall be preceded by a seven (7) day advance written notice.
- b. When permanent changes in shift assignments are made, Employees, within a position classification in an Agency, shall be entitled to exercise seniority, as defined in this Article, to retain their current shift assignments.
- c. During each contract year, an Employee shall be permitted to exercise seniority, as defined in Article VII, to displace in the shift of his choice, the least senior Employee within such position classification and shift, so long as the Employee is able and qualified to perform the duties of the shift, and such choice is exercised within the Employee's normal area of assignment (unit in the Nursing Home, or geographical location within an Agency, etc.) except that an Employee shall be permitted to exercise his choice hereunder only once, during each contract year.
- d. "Shift Bumping" Request Procedure:
 - 1. Requests shall be made, in writing, to the immediate supervisor, at least fifteen (15) days, in advance of the time the Employee requests such shift change to take place.
 - 2. The Employee, being displaced by such request, shall be given notice of such displacement and the shift assigned as soon as possible, but no later than ten (10) working days, prior to such change.
 - 3. The change or exchange of shifts shall take place starting with the first day of the "bumped" Employee's workweek.
 - 4. Such change may cause the displacing Employee's requested date of change to be delayed, but by no more than seven (7) days after the effective date of change requested.
 - 5. A Displaced Employee may exercise his seniority to displace the least senior Employee on a shift of his preference and such Employees may give fifteen (15) days' notice, required by Section 9.4d(1) above, any time after he receives notice of the original displacement.
- e. The Employer shall notify the Union of all shift displacements, prior to the actual displacements taking place.

Section 9.5 - Promotions

- a. The term "promotion" means the advancement of an Employee to a higher paying grade.
- b. If two (2) or more Employees apply to fill a promotional vacancy, it shall be filled in accordance with seniority, as defined and applied in Article VII.
- c. The Employer shall judge the ability of Employees objectively and on the basis of merit factors.
- d. The promoted Employees shall serve a thirty (30) day probationary period.
- e. If, during the probationary period, Employees should prove not to have the ability to perform the required work, they shall be returned to their former job classification.
- f. No Employee shall be expected to have more ability or qualifications than are necessary to perform the required work.
- g. Any promoted Employees, during the thirty (30) day probation period, may request and be granted a return to their former classifications.
- h. During the probationary period, the promoted Employees' former positions shall be filled, as a temporary assignment.
- i. When an Employee is promoted, the promoted Employee shall receive an increase in pay at the time of promotion.

Section 9.6 - Transfers to Different Work Locations

- a. An Employee, desiring to transfer to the same position classification, in a different geographic work location, within the same Agency, i.e., a location that would generate a different address, shall file a request for transfer, which shall be effective for one (1) year, with the appropriate Agency head or designated agent.
- b. Employees may not transfer under this Section more than once every twelve (12) months.
- c. When a vacancy is not filled, by the exercise of appropriate measures, as outlined in this Article, it shall be filled on the basis of seniority, as defined in Article VII, from among those who made proper request for transfers.

Section 9.7 - Temporary Assignment

- a. The Employer may, within the provisions of this Article, temporarily assign an Employee to perform the duties of another position classification.
- b. The Employer shall attempt to make temporary assignments to Employees in the next lower classification, in the series in which the temporary assignment occurs, and

shall equitably distribute such assignments on a rotating basis, giving due consideration to seniority and the operating needs of the Agency.

- c. To be eligible for temporary assignment pay, Employees must:
 - 1. Be directed to perform duties or the duty which distinguish the position classification and/or be held accountable for the responsibility of a different position classification; and
 - 2. Perform duties and/or be held accountable for responsibilities not considered a normal part of their regular position classification.
- d. Employees, temporarily assigned to a position classification, in a pay grade equal to or lower than their permanent classification, shall be paid their proper, permanent position classification rate.
- e. If Employees are temporarily assigned to a position classification, having a higher pay grade than their permanent position classification, they shall be paid such higher pay grade.
- f. The time limits, for temporarily filling a position classification, shall be as listed in this Section and stated in terms of work days or calendar months, except that such time limits herein may be extended by mutual agreement of the parties:
 - 1. While the Employer posts and fills a job vacancy for a period of thirty (30) work days from the date of posting.
 - 2. While an absent regular incumbent is using Sick Leave, or other accumulated time-off, i.e., vacation, holidays, personal days, etc.
 - 3. While a regular incumbent is on disciplinary suspension or layoff, for a period not to exceed thirty (30) work days, within six (6) calendar months.
 - 4. While a regular incumbent is attending required training classes.
 - 5. While a regular incumbent is on any authorized leave of absence, for a period, not to exceed six (6) months.
 - 6. While there is temporary change in workload, or other reasonable work related circumstance, for a period not to exceed thirty (30) workdays, in any twelve (12) calendar months.
- g. For temporary assignment, except those to relieve an Employee for a rest period(s) or a meal period, the Employer shall pay the Employee the higher rate for the full time of such assignment(s). For the purpose of calculation:
 - 1. Any temporary assignment, of less than one-half day, shall be considered one-half day; and

- 2. Any temporary assignment, of more than one-half but less than a full day, shall be considered a full day.
- h. The Employer shall not split duties or rotate or reassign other Employees to any specific temporary assignment, in order to circumvent the payment provisions of this Agreement.
- i. When Employees return from a temporary assignment, they shall be allowed reasonable time to catch up, check and integrate the work of their regular assignment.

Section 9.8 - Intra Agency Transfer

An Employee who transfers or bumps into a classification within the Health Department, which has a grade that is identical to that of the Employee's current classification, shall not have his/her step rate decreased.

ARTICLE X HOLIDAYS

Section 10.1 - Holidays Recognized and Observed

a. The following days shall be recognized and observed as paid holidays, for which Employees shall receive one (1) day's pay or a compensatory day off with pay:

New Year's Day	Labor Day (Observed Monday)
Martin Luther King, Jr. Holiday	Columbus Day (Observed Monday)
Lincoln's Birthday	Veteran's Day
President's Day	Thanksgiving Day
Good Friday	Thanksgiving Friday
Memorial Day (Observed Monday)	Christmas Day
Independence Day	Juneteenth Day

- b. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday.
- c. Whenever any of the holidays, listed above, shall fall on a Saturday, the preceding Friday shall be observed, as the holiday.
- d. Employees in continuous operations shall select all their holidays and specific shifts to be worked on the basis of seniority at that particular work site. Employees shall not be required to work more than one (1) major holiday (Christmas, Thanksgiving and Independence Day) and three (3) minor holidays.

Section 10.2 - Compensatory Day

When a holiday falls on an Employee's scheduled day off, or an Employee works on a holiday, equivalent time off shall be granted, within a time mutually agreed to, at a time convenient to the Employee and consistent with the Employer's operational needs.

Section 10.3 - Calendar Holiday on Scheduled Day Off

- a. In addition to their regular hourly wages or normal time off, due an Employee as holiday pay, Employees shall be paid at the rate of double time for hours actually worked, provided the holiday worked is in excess of a thirty-seven and one-half (37.5) hour week.
- b. A holiday, for this provision, is defined to be any actual calendar holiday or any observed day of a calendar holiday.

ARTICLE XI VACATIONS

Section 11.1 - Eligibility and Allowance

a. Employees shall be granted an annual, paid vacation for the period specified below, based upon the following service requirements:

Service Requirements	Vacation Period
Hire through four (4) years	Nine (9) hours/month
Five (5) through nine (9) years	Eleven (11) hours/month
Ten (10) through fourteen (14) years	Thirteen (13) hours/month
After fourteen (14) years	Sixteen (16) hours/ month

b. Employees shall not be eligible to use vacation time during their probationary period. Upon completion of their probationary period employees shall be awarded nine (9) hours of vacation time for each month worked.

Section 11.2 - Vacation Pay

- a. The rate of vacation pay shall be the Employee's regular base rate straight time pay, including shift differential.
- b. Employees shall receive their vacation pay, on the regularly scheduled pay periods.

Section 11.3 - Choice of Vacation Period

- a. Time-off and vacation periods shall be selected by Employees according to their seniority.
- b. The Employer shall follow the seniority basis, as far as practical.
- c. Employees shall not be required to request vacation more than forty-five (45) days in advance for vacation periods of one (1) week or more. Vacation requests shall be answered within five (5) days in writing.

- d. Employees shall be allowed to accumulate vacation time up to a maximum of two hundred twenty-five (225) hours.
- e. Vacation time may be taken in increments of no less than one-fourth (1/4) hour and at any time after it is earned.

Section 11.4 - Holidays During Vacation

a. If a holiday occurs, during the calendar week, in which a vacation is taken by Employees, those Employees shall be allowed an additional vacation day, for every holiday which occurs during their scheduled vacation period.

Section 11.5 - Work During Vacation Period

- a. Employees shall not be required to work during their vacation periods.
- b. Any Employees who are requested to and do work during their vacation period shall be paid at a rate twice their regular rate.
- c. Employees who do work during their vacation period shall have the right to reschedule their vacation to any other future period in accordance with the Employee's scheduling rights, as described in Section 11.3 above.
- d. By mutual agreement of the Employee and the Employer, an Employee shall be compensated for all or any portion of their accumulated vacation time rather than taking the time off. Employees shall receive their compensation on the pay period following the agreement unless the parties agree otherwise. If this option is selected, subsections b and c do not apply.

Section 11.6 - Vacation Rights in Case of Retirement, Resignation or Separation

Upon retirement, resignation or separation Employees shall be paid in full for all accrued vacation time not to exceed two hundred twenty-five (225) hours.

ARTICLE XII SICK LEAVE

Section 12.1 - Non-Work Related Sick Leave

a. An Employee, contracting or incurring any non-service connected illness or injury, which renders such Employee unable to perform the duties of his employment, shall receive Sick Leave, with pay, for a period not to exceed the number of such Employee's accrued sick days; and further, an Employee shall be allowed to use accrued Sick Leave, for the purpose of caring for an ill or injured member of the immediate family. The immediate family of the Employee or spouse shall include spouse, mother, father, child, sister, brother, grandparents, grandchildren, stepparents, step-children, legal guardian, or other persons currently resident in the immediate household.

- b. Employees shall be first eligible to use Sick Leave, after they have completed three (3) months of employment, with the Employer.
- c. Employees shall be allowed nine (9) hours of Sick Leave, for each month of service.
- d. Employees shall start to earn Sick Leave, from their dates of hire, and they shall accumulate Sick Leave, as long as they are in the service of the Employer, to a maximum of 1,800 hours.
- e. No Sick Leave or unpaid leave shall exceed 1,800 hours unless it is extended in writing by agreement, but in no case, shall any such leave or unpaid leave exceed a total of one (1) year.
- f. An Employee, on Sick Leave, shall suffer no loss of seniority and shall continue to accumulate seniority.
- g. Records must be kept of accumulated Sick Leave and such records shall be made available to the Employee.
- h. Employees shall be compensated for one-half (0.5) of any accumulated Sick Leave, when they are permanently separated from employment, as a result of retirement or death:
 - 1. In the event of death, payment is to be made to the estate of Employee or his heirs.
 - 2. To retire, a person must have twenty (20) years service, or have attained age fifty-five (55), with at least eight (8) years service.
 - 3. The amount of payment, for all unused Sick Leave, is to be calculated at the Employee's rate of pay, in effect on the payday immediately preceding the date of the Employee's permanent separation.
- i. In the event of resignation:
 - 1. Employees shall be paid two (2) days, for each year of service, not to exceed their accumulated Sick Leave balances.
 - 2. Any payment, to Employees, is to be calculated at their rates of pay, in effect on the payday immediately preceding the date of their resignations.
- j. An Employee who does not use any sick time during the full fiscal year shall receive one additional personal day during the following fiscal year.

Section 12.2 - Work-Related Disability

a. In all cases, when Employees are forced to be absent from work, by reason of injury or illness, arising out of the scope of their employment and covered by Workers'

Compensation benefits, they shall be paid the difference between the amount of weekly Workers' Compensation benefits to which such Employees would be entitled and the Employees' full weekly salaries, as of the day they last worked, for a period not to exceed sixty (60) weeks.

b. In the event that the length of absence from work of the Employees do not qualify them for Workers' Compensation payments, during the first three (3) days of their absences, then, in such case, they shall receive their full salaries for this three (3) day period from the County, and such time lost shall not be charged to Sick Leave time.

ARTICLE XIII LEAVE OF ABSENCE

Section 13.1 - Eligibility Requirements

- a. Employees shall be first eligible for leaves of absence, after they have successfully completed their probationary period of employment with the Employer, except that in the case of bereavement and jury duty leaves or in a case of extreme emergency the Employee shall be eligible for such leaves upon commencing employment. If an Employee is granted a leave because of an extreme emergency, the Employee's probationary period shall be extended for the same length of time as the leave granted.
- b. Notwithstanding any other provision herein to the contrary, the Employer has the exclusive right to determine whether and when any leaves of absence may be granted . The Employer shall not arbitrarily deny Employee's requests for Leave of Absence.

Section 13.2 - Application for Leave Without Pay

- a. Any request for a leave of absence shall be submitted, in writing, by Employees to their immediate supervisor.
- b. The request shall state the reason the leave of absence is being requested and the approximate length of time-off that the Employee desires.
- c. Employees may take an unpaid leave of absence from their employment, if they secure written permission from the Employer.
- d. Authorization for a leave of absence must be in writing and must contain the signature of the Employer's authorized representative.
- e. Permission for unpaid leave of absence shall not be unreasonably withheld, but in no case shall a leave be granted for employment elsewhere, except for work directly related to the operation of the Union.
- f. Any request for a leave of absence shall be answered promptly:

- 1. A request for a short leave of absence (defined as a leave not exceeding a month) shall be answered within seven (7) days.
- 2. A request for a leave of absence exceeding one (1) month shall be answered within ten (10) days.
- g. No unpaid leave shall exceed six (6) months, unless it is extended in writing by agreement, but in no case, shall any such extended leave exceed a total of one (1) year.
- h. An Employee on unpaid leave shall not accumulate any seniority.

Section 13.3 - Bereavement Leave

- a. An Employee may take Bereavement Leave, which shall not affect his seniority, for a necessary period of absence, up to four (4) days, which may be extended to a maximum of seven (7) days by the Employer, depending on the distance to travel, caused by a death, in the immediate family of the Employee or the Employee's spouse or civil union partner. In the event of the death of the spouse, civil union partner, or child of the Employee, an Employee may take Bereavement Leave, which shall not affect his seniority, for up to a maximum period of absence to (10) ten days (up to seven (7) days paid) regardless of travel distance. Bereavement leave under this section shall run concurrently with any bereavement leave the Employee may be entitled to under the <u>FamilyChild</u> Bereavement Leave Act (<u>"FBLA"</u>). Such leave must be taken within 30 days of the death of the immediate family member.
- b. Requests for a Bereavement Leave shall be answered by the end of the shift on which the request is submitted.
- c. Employees shall be paid their regular base rate of pay, for each working day, while they are on Bereavement Leave.
- d. The immediate family *as used in paragraph (a) above* shall include spouse, civil union partner, mother, father, child, sister, brother, grandparents, grandchildren, stepparents, step-children, legal guardian, or other persons currently residing in the immediate household. Up to three and one-half (3.5) hours of Bereavement Leave shall be authorized for any other relative or for a friend who had died.
- e. Eligible Employees with one year of service and (at least 1,250 hours in the prior 12month period) also may take unpaid time off for this purpose pursuant to the FMLA; the FMLA time runs concurrently with FBLA pursuant to Section 13.3(a) through (d) above for a total of 12 workweeks of time off in a 12-month period.

Section 13.4 - Maternity Leave

a. Employees shall be granted leaves of absence, to cover periods of their pregnancy.

- b. The length of such leave shall not exceed six (6) months, but may be renewed pursuant to Section 13.1 above.
- c. Seniority and continuous service shall be retained by and accumulate for the Employee, during the first six (6) months of such leave.
- d. A pregnant Employee shall inform her immediate supervisor of her condition, not later than three (3) months prior to her expected date of delivery, and shall present to her immediate supervisor a written statement, signed by her physician, stating the expected date of delivery.
- e. A pregnant Employee may continue her regular duties, so long as her physician, upon request by the Employer, states in writing that she is able to perform her normal work assignments.
- f. An Employee, who has been absent because of maternity leave, may return to employment, as soon as her physician advises the Employer, in writing, that she is then able to perform her normal work assignments.
- g. Sick Leave may be used, to cover periods of disability occurring during or caused by pregnancy and condition thereof and accumulation of seniority during such periods shall be in accordance with Section 12.1h.
- h. For the first two (2) months of maternity leave, the cost sharing of health insurance premiums shall continue in the same amounts as if the Employee was still an active Employee. This provision shall be applicable once during the course of a pregnancy.
- i. In the event an Employee, who is on maternity leave and who is also on concurrent unpaid FLMA, exhausts their FMLA while on maternity leave, the cost sharing of health insurance premiums shall continue in the same amounts as if the Employee was still on active duty for an additional two (2) month period, not to exceed the maternity leave period. This provision shall be applicable once during the course of a pregnancy.

Section 13.5 - Failure to Return from Leave

Failure to return from a leave of absence, within five (5) days after the expiration date thereof, may be cause for discharge, unless within five (5) days of the expiration the Employee presents evidence that it was impossible for the Employee to return to work on the day after the expiration date of the Employee's leave of absence.

Section 13.6 - Employee Rights After Leave

When an Employee returns from any leave of absence permitted by this Agreement, the Employer shall return the Employee to the same position in the same position classification in which the Employee was incumbent prior to the commencement of such leave, seniority permitting. If the Employee does not have the seniority, the layoff provisions of this Agreement shall apply.

Section 13.7 - Personal Leave Days

- a. An Employee may take three (3) days of personal leave each year.
- b. Each Employee shall be eligible for three (3) days of Personal Leave, to be used for the Employee's personal business, during that fiscal year.
- c. Personal Leave may be used for any purpose.
- d. Except in cases of emergency, Employees, planning to use a Personal Leave day, shall submit their request at least <u>forty eight (48) hours</u> in advance of intended use.
- e. When requested within the guidelines of advance notice, the requested personal business day shall be granted, <u>unless an emergency of an extreme nature would cause</u> the cancellation of such day off.
- f. The Employee shall suffer no loss of pay for such leave.
- g. Personal Leave shall not accrue from year to year, except that Personal Leave, which is unused, at the end of a fiscal year, shall be added to Sick Leave, so long as such addition does not exceed the maximum accumulated authorized.
- h. Part time employees who work regularly scheduled hours shall receive personal leave days as follows:

Fifteen (15) to nineteen (19) hrs/wk - one (1) day Twenty (20) to thirty-six (36) hrs/wk - two (2) days

Section 13.8 - Parental Leave

Eligible employees will be granted paid parental leave after the birth of their child or after the placement of their adopted child. Such leave must be taken at the time of the birth or placement of the child and shall not exceed four weeks. To be eligible for parental leave the employee must also meet the eligibility requirements of the Family and Medical Leave Act. Any parental leave taken must run concurrent with FMLA leave.

Section 13.8 - Section 13.9 - Jury Duty Leave

- a. Any Employee, called for jury duty or subpoenaed by a legislative, judicial, or administrative tribunal, shall be allowed time away from work with pay, except in matters of non-work related personal litigation.
- b. Upon receiving the sum paid for jury service or witness fees, the Employee shall submit the warrant, or its equivalent, to the Employer, unless an Employee elects to fulfill such call or subpoena with accrued time-off or personal leave, in which case, the Employee shall retain the full amount received for such service.

c. Employees, called for reasons contained herein, shall have such days considered as days worked, for the purpose of scheduling, and shall be given commensurate days-off from work on their next scheduled work day(s), for any days which they would otherwise not have worked.

Section 13.9 - Section 13.10 - Modified Educational Leave

An Employee, who has completed one (1) year of full-time employment, may be granted up to nine (9) hours per week with pay may be granted for courses directly related to the Employee's position in the department. The Employee must agree in writing to return to full-time employment with the department for not less than one (1) year exclusive of any other time owed to the department, or repayment is to be made.

Section 13.10 - Section 13.11 - Family and Medical Leave Act

- a. The Employer shall comply with the provisions of the Family and Medical Leave Act. Any paid leave used by an Employee shall not be deducted from the annual leave time provided by the Act. The annual FMLA leave period shall be a rolling year period.
- b. An Employee who has available paid leave and is on FMLA leave shall be required to use paid leave time concurrently with FMLA leave except for one half of their accrued vacation allotment. This excepted vacation time may be used upon the Employee's return to active employment. This Section is not to be interpreted so as to permit an Employee to carry over unused vacation at the conclusion of their applicable annual term.

Section 13.11 - Vision and Hearing Technicians Flexible Leave Time

Vision and Hearing Technicians, who do not regularly work during the summer, are permitted to have three (3) days of paid flexible leave time during their regular work year, if the Employee first works three (3) additional days during the summer. The summer workdays are to be scheduled with mutual agreement of the Employee and Employee. The use of the flexible leave time shall be scheduled with the mutual agreement of the Employee and the Employee and the Employer and may be scheduled in increments of ¼ hour.

ARTICLE XIV OVERTIME

Section 14.1 - Rate of Pay

Time and one-half of the Employee's regular hourly rate of pay, or compensatory time-off, as defined below, shall be paid for work under any of the following conditions, but compensation shall not be paid twice for the same hours.

Section 14.2 - Compensatory Time-Off

- a. If Compensatory Time-Off is used, as the method of paying Employees for overtime worked, the overtime rate of pay shall be one and one-half hours of compensatory time-off for each hour of overtime worked.
- b. If Compensatory Time-Off is used, it shall be by mutual agreement, but the taking of the time shall be at the discretion of the Employer.

Section 14.3 - Work at Employer's Option

- a. The Employer reserves the right to require any or all Employees to perform overtime work, if they are reasonably available to perform such work.
- b. Overtime hours shall be distributed, as equally as possible, to Employees working within the same classification, job title, or description of duties.
- c. Employees, in higher classifications, shall not be called out to perform work normally considered the duties of lower classifications, unless there are not enough lower classified employees to perform the work.
- d. All work, performed in excess of eight (8) hours in any work day, shall be considered overtime, provided the Employee works or is compensated, per this Agreement, at least forty (40) hours a week.
- e. All work, performed in excess of forty (40) hours in any work week, shall be considered overtime, provided the Employee works or is compensated for forty (40) hours of work per week, per this Agreement.
- f. All work, performed before or after any scheduled work shift, shall be considered overtime, provided the Employee works or is compensated, per this Agreement, for eight (8) hours of work a day and forty (40) hours of work per week.
- g. All work, performed on Saturday and Sunday, shall be considered overtime, except as noted below:
 - 1. The overtime rate specified above, for Saturday work and for Sunday work, shall not be paid to Employees, for whom these days fall regularly within the first five (5) days of their workweek. These Employees shall be paid time and one-half for all work performed on the sixth day of their regular work week and time and one-half for all work performed on the seventh day in their regular work week.
 - 2. Employees, whose regular work schedule is more than eight (8) hours in a work day and more or less than a five (5) day work week, in accordance with Section 5.6, shall receive time and one-half for all work performed on their regularly scheduled days-off, and for all work performed in excess of eighty (80) hours in a two (2) week period.

ARTICLE XV WAGES AND BENEFITS

Section 15.1 - Employee Defined

- a. For the purpose of any non-wage economic benefit, including the Group Insurance Program, payable per this Agreement, including seniority accrual, an Employee shall be defined as a person, whose regular duty week is at least thirty-seven and a half (37.5) hours per week, including all daily work breaks and rest periods.
- b. Persons, working less than thirty-seven and a half (37.5) hours per week shall:
 - 1. Receive full benefits of the Group Insurance Program and contribute to the plan as follows:
 - (a) The appropriate Employee contribution (single or family) as a percent of pay, plus
 - (b) A sum equal to [(37.5-scheduled hours)/37.5] x applicable county premium.
 - 2. Be entitled to the aforesaid benefits, except for the Group Insurance Program on a proportional, prorated basis, i.e.

$$\frac{37.5 \text{ hours}}{100\%} = \frac{\text{Lesser Hours}}{x\%}$$

- 3. Have their related costs and benefits calculated every six months.
- c. Excluded, from any and all non-wage, economic benefits of this Agreement, are those seasonal or temporary Employees, provisionally hired for a specified period, part-year, whether full-time or part-time, i.e., summer work, special projects or work-load relief, etc. Vision and hearing technicians shall be entitled to all the aforesaid benefits excluding vacation benefits on a pro-rated basis.

Section 15.2 - Wage Schedule

Employees shall be compensated, in accordance with Annex B, which is attached hereto and made a part hereof, and in accordance with the budget adopted by the Will County Board, authorizing the payment of such compensation.

Section 15.3 - Longevity

Employees on the County payroll as of January 31, 2002 shall continue to participate in the Schedule A longevity plan unless they become eligible for the Schedule B Plan, in which case they shall participate in the Schedule B Plan. No Employee may participate in both plans. Employees hired on or after February 1, 2002 are not eligible for the Schedule A Plan.

A. <u>Schedule A Plan</u>

- a. Longevity shall be computed from the date Employees began their initial, regular employment by the Employer, but shall be computed only on the time that the Employee was in actual service for the Employer, providing not more than five (5) years have elapsed, since the last regular employment with the Employer.
- b. Anyone returning after a lapse of employment, for a period of five (5) years, shall be treated as a new Employee.
- c. Employees shall be compensated, on the wage schedule, at the rate of \$3.00 per month, for each year of actual service worked after three (3) years of actual service, to a maximum of twenty (20) years of actual service.
- d. Changes and rate of longevity pay shall be made on December 1st and June 1st of each year.

B. <u>Schedule B Plan</u>

Employees who are in the top step of a position range in the wage schedule for one year, shall, at the beginning of the second year, receive a longevity payment of \$200 per month.

Effective December 1, 2013, who are in the top step of a position range in the wage schedule for one (1) year, shall, at the beginning of the second year, receive a longevity payment of \$200.00 per month.

Section 15.4 - Call Time

- a. Any Employees, called-back to work, outside of their regular shift, Monday through Friday, shall be paid for a minimum of three (3) hours.
- b. Any Employees, called-back to work, outside of their regular shifts on Saturday, Sunday or Holidays, shall be paid for a minimum of three (3) hours.

Section 15.5 - Uniform Allowance

- a. An annual uniform allowance of three hundred thirty dollars (\$330) for Nurses, LPN's, Interpreter Clerks, Certified Medical Assistants, Medical Technologist, Medical Lab Assistants, Lab Analysts and Dental Assistants who are required to wear a uniform. This uniform allowance amount will be increased to three hundred fifty dollars (\$350) effective December 1, 2023, subject to the following: shall be allowed as follows:
 - 1. Such allowance shall be paid on completion of six (6) months satisfactory service and in subsequent one (1) year intervals from then.
 - 2. The application of this provision, to related part-time Employees, shall be governed by Section 15.1 above.

- b. Environmental Health field staff shall have protective coveralls available for their use.
- c. Effective 12/1/23, WIC Nurses, HIV/STD staff workers will receive an annual uniform allowance of One Hundred and Fifty Dollars (\$150) for those who are required to wear a uniform (subject to the two caveats referenced in Section 15.5(a) above).

Section 15.6 - Group Insurance

- a. The Employer shall provide a Group Insurance Program, which shall include the following:
 - 1. Comprehensive medical coverage, either through a health maintenance organization (HMO), or an indemnity/PPO (preferred provider organization), or for active employees only, an IRS qualified high-deductible health plan (HDHP) with a Health Savings Account (HSA) including:
 - (a) Hospitalization and physician
 - (b) Eye/vision care
 - (c) Prescription drugs
 - (d) Dental coverage

For each Employee participating in the HSA the County will contribute \$1,350.00 to the HSA for individual and \$2,700.00 to the HSA for family. The County's contribution will be dispersed quarterly in four equal amounts (\$337.50/individual or \$675/family) in the first pay period of each calendar year quarter.

Dental Service Maximum Allowable Limit: Will be increased by an additional \$175 for the term of the agreement for in and out of network. Dental Implants are covered under the schedule of benefits at maximum allowable.

- 2. Short term disability income (Employee only):
 - (a) \$225.00 per week, not to exceed four (4) weeks; and which
 - (b) Shall not be effective until an eligible Employee has exhausted all accrued Sick Leave.
- 3. Term life coverage (Employee only).
 - (a) The coverage and conditions provided by the Employer's Group Insurance Program shall be set forth in the County Health Plan, adopted January 1, 20182023.

- (b) Eligibility for the Employer's Group Insurance Program extends equally to both Employees and their legal dependents, except as noted above.
- (c) To participate in the Employer's Group Insurance Plan, the Employee must:
 - (i) Make application, as directed or required by the Employer; and
 - (ii) Pay the share of the monthly premium rates established by the Insurer.
 - (iii) Cost-sharing of the monthly premiums shall be:
- 4. Comprehensive medical and dental coverage:
 - (a) The Employee shall contribute to the cost of the Medical (PPO & HMO) and Dental plans by making a contribution each pay period based on a percentage of premium as follows:
 - (a) Employees will pay a percentage of premiums. The percentage of premium paid is determined by where the Employee falls in the four (4) salary bands set forth in Exhibit A. The employees' premium contribution rates will be adjusted to ensure that the aggregate percentage contributions set forth below are reached.
 - (b) For plan year 20172022, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate Employee contribution of 150%.
 - (c) For plan year 20182023, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate Employee contribution of 164%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.
 - (d) For plan year 20192024-2025, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate Employee contribution of 172%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage

increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.

- (e) For plan year 2020, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate Employee contribution of 13%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.
- (f) For plan year 2021, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate Employee contribution of 15%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.
- (g)(e) The Employee shall contribute to the cost of the HSA Medical Plan by making a contribution each pay period based on a percentage of premium as follows:
- (h)(1) Employees will pay a percentage of premiums. The percentage of premium paid is determined by where the Employee falls in the four (4) salary bands set forth in Exhibit A. The Employees' premium contribution rates will be adjusted to ensure that the aggregate percentage contributions set forth below are reached.
- (g) For plan years 2018-2022 through 2021, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate Employee contribution of 9.2%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.

- (h) For plan year 2023, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate employee contribution of 10%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.
- (i) For plan years 2024 and 2025, the premium amounts and percentages of premium paid by employees in each of the four (4) salary bands shall be based on an aggregate employee contribution of 11%. Additionally, should the Employer experience an increase in its insurance premium over the prior plan year, it will increase the total premiums paid by Employees on aggregate by the same percentage increase it experiences. Should the Employer experience a decrease in its insurance premium from the prior plan year, it will reduce the amount of total premiums paid by Employees by the same percentage decrease it experiences.

5. Salary Bands:

- 2.1 The four (4) Salary Bands shall be adjusted annually as follows:
 - (i) Effective January 1, 2018, the salary bands for premium contributions shall be as follows:

1.2.3.4.(Less Than \$32,500)(\$32,500 - \$52,999)(\$53,000 - \$78,500)(Over \$78,500)

- (ii) Effective January 1, <u>20192023</u>, the salary bands for premium contributions shall each increase by \$500.
- (iii) Effective January 1, 20202024, the salary bands for premium contributions shall each increase by \$500.
- (iv) Effective January 1, 20212025, the salary bands for premium contributions shall each increase by \$500.
- 1. Term Life Coverage:
 - (a) The Employer shall pay all related premiums for the Employee.
 - (b) This coverage is not available to dependents

- 2. Premium amounts shall be calculated annually, pursuant to COBRA based requirements.
- b. The Employer and the Union shall establish an Insurance Committee to meet and discuss, as appropriate or required, matters related to this Section.
- c. The plan design will be as set forth on attached Exhibit A.
- d. The Employer shall establish an IRS approved pre-tax contribution plan to be used for the Employee's portion of the premium for the group insurance plan.
- e. An Employee who is on approved short-term disability or an approved IMRF temporary disability shall be treated as an active Employee for purposes of their insurance contributions, which shall be computed as of their most recent active duty salary rate.
- f. The Employer's Wellness Program will continue as previously adopted as set forth in Exhibit B.

Section 15.7 - Individual Insurance

- a. The Employer shall continue to make available:
 - 1. Permanent (Whole) Life Insurance/Annuity programs; and
 - 2. Cancer and Intensive Care Insurance programs.
- b. Eligibility, benefits, and extent of coverage provided shall be as determined by the Insurer.
- c. To participate in these programs, the Employee must:
 - 1. Make application, through the Employer, as directed or required by the Insurer; and
 - 2. Pay one hundred percent (100%) of all related premiums.

Section 15.8 - Mandated Insurance

In accordance with law, the following insurance coverage is also provided to Employees:

- a. Paid by the Employer:
 - 1. Tort Immunity
 - 2. Unemployment Compensation
 - 3. Worker's Compensation

- b. Paid jointly by the Employer and the Employee:
 - 1. Illinois Municipal Retirement Fund (IMRF) disability coverage.
 - 2. Social Security (FICA) disability coverage and retirement health and hospitalization coverage.

Section 15.9 - Payroll Deductions

The premium amount(s) for the Employee's share of insurance coverage(s) provided shall be made in equal deductions each payday.

Section 15.10 - Unpaid Leave Status Employees

- a. Employees on any unpaid leave of absence, approved by the Employer, may elect to continue their insurance coverage, including coverage of their legal dependents, by notifying the Employer and paying the total insurance premium due each month, in the manner directed by the Employer.
- b. The benefits and protections of such insurance shall be equal to those received by Employees who are in a paid status.

Section 15.11 - Retired Employees and Legal Dependents

- a. The Employer shall allow all retiring Employees and their legal dependents to continue to participate in the Employer's Group Medical Insurance Program, except for Short-Term Disability Income coverage, until such time as the Retiree is eligible for Social Security MEDICARE benefits.
- b. A Retiree is a former Employee, who is collecting an annuity from the Illinois Municipal Retirement Fund (IMRF).
- c. The benefits of the insurance coverage, provided to Retirees and their legal dependents, shall be the same as that provided to Employees and their legal dependents.
- d. For Retirees, who retire from the service of the Will County Health Department and who at the time of retirement have 8 years of continuous service with Will County, and are participants in the plan at the time of retirement, the cost-sharing of monthly premiums shall be as follows:
 - 1. The Employer shall pay all related premiums for the Retiree's coverage.
 - 2. The Retiree shall pay all related premiums for Dependent coverage, which shall be equal to the Family premium, minus the Single premium.
 - 3. Premium amounts shall be calculated annually, pursuant to COBRA based requirements.

Section 15.12 - Surviving Legal Dependents

- a. The surviving legal dependents of individuals, who were active or retired Employees, at the time of their death, shall be allowed to remain within the Employer's Group Medical Insurance program, at their own expense, and the related premiums shall be paid, in the manner prescribed by the Employer.
- b. In the case of surviving spouses, participation shall terminate:
 - 1. In the event of remarriage; or
 - 2. At such time as eligibility for Social Security MEDICARE benefits occurs.

Section 15.13 - CEU Reimbursement

If a covered employee is unable to satisfy their CEU obligations through participation in Department sponsored exercises that are scheduled on working time, the employee may use up to five (5) hours of paid time off during each calendar year to participate in the necessary continuing educational training requirements after obtaining prior approval of their immediate supervisor and provided it does not disrupt business operations. Proof of attendance in CEU exercises is required as a condition of use of this paid time off work.

Section 15.13 -- Section 15.14 - Employee Development

- a. General: The intent of this program is to expand the competence, knowledge, skills and abilities of Employees, in order to enhance their effectiveness and efficiency and, thereby, improve their present duty performance, as well as promote their potential and preparedness of organizational advancement.
- b. Basis of Participation:
 - 1. Must be job-related.
 - 2. Requested by the Employee, to be taken off-duty.
 - 3. Restricted by established appropriation limitations, budgetary constraints, and operational considerations and requirements.
 - 4. Must be approved, in advance, by the Employer.
 - 5. Attendance must be verified.
 - 6. Receipts are required for reimbursement, to the established maximum allowed.
 - 7. Allowed for individual credit or non-credit courses and seminars, as well as degree completion programs.
 - 8. Must not interfere with performance of the Employee's assigned duties.

- 9. Authorized solely at the discretion of the Employer.
- 10. Employees shall be reimbursed, upon completion of each individual class, course or seminar, as certified by a grade, certificate or written notification by program sponsor.
- c. Allowed Expense Reimbursement:
 - 1. Tuition
 - 2. Fees
 - 3. Equipment
 - 4. Books
- d. Percentage Reimbursement Basis:

Amount	Grade/Eval.	=	GPA/QPI	Pass/Fail
100%	A/94-100		4	N/A
75%	B/87-93		3	N/A
50%	C/80-86		2	Pass
25%	D/73-79		1	N/A
0%	Other		0	N/A

- e. Employees, who fail to maintain the standard Grade/Evaluation and Grade Point Average/Quality Point Index indicated below, shall be ineligible to request further participation in this program, until after they achieve such standard, entirely at their expense.
 - 1. Undergraduate Programs:
 - (a) Grade/Evaluation: C/80-86
 - (b) GPA/QPI: 2
 - 2. Graduate Programs:
 - (a) Grade/Evaluation: B/87-93
 - (b) GPA/QPI: 3
- f. Employees, participating in degree-completion programs, shall:
 - 1. Only be eligible for expense reimbursement for those courses, which the Employer deems to be job-related.
 - 2. Incur a service obligation, to the Employer, upon receipt of the related degree, based on the extent of involvement:

- (a) Reimbursed degree credits; divided by total degree credits, equals the extent of obligation percentage.
- (b) Extent of obligation percentage, multiplied by the following, equals the service obligation incurred:

1.	Undergraduate degrees:	
	a. Associates	18 months
	b. Associates to Bachelor's	18 months
	c. Four (4) Year Bachelor's	36 months
2.	Graduate (Master's) Degrees:	24 months

- 3. Be unable to advance to another degree-completion program, until any existing service obligation has been fulfilled.
- 4. Be released from any incurred obligation, in the event of termination or, if laid-off, the obligation shall be suspended, pending recall.
- 5. Be able to obtain release from their incurred service obligation, by repaying the Employer an amount, equal to the total reimbursement received, multiplied by the unfulfilled service obligation percentage.

Section 15.15 - Training Pay:

Within ninety (90) calendar days of the ratification date of this successor Agreement, the Parties agree to establish a subcommittee to explore the feasibility of implementing a way to reward those employees who are designed by management to actually serve as a "trainer" in lieu of the member of management who would normally conduct the training for the day. The Parties agree and acknowledge that an employee is not designated to serve as "trainer" and no stipend or premium amount will be earned if an employee is merely serving in a "shadowing capacity".

ARTICLE XVI DISCIPLINE AND DISCHARGE

Section 16.1 - Definition

- a. The Employer agrees with the tenets of progressive and corrective discipline.
- b. Disciplinary action or measures shall include only the following:
 - 1. Oral reprimands;
 - 2. Written reprimands:
 - (a) Initial Warnings
 - (b) Final Warnings
 - 3. Suspension (notice to be given in writing); and
 - 4. Discharge (notice to be given in writing).
- c. Disciplinary action may be imposed upon an Employee only for just cause.
- d. Disciplinary action shall be of two (2) types, either formal or informal:
 - 1. Formal disciplinary action shall:
 - (a) Be in writing, with a copy provided to the Employee and placed in his official personnel file, as a matter of record, maintained by the Employer.
 - (b) Be subject to appeal and review, via established grievance procedures, as damaging to the Employee's employment history.
 - (c) Include only written reprimands, suspensions, and notices of discharge.
 - 2. Informal disciplinary action shall:
 - (a) Be oral in nature, with no record of any such individual action being placed in an Employee's official personnel file maintained by the Employer.
 - (b) Not be subject to appeal and review, via established grievance procedures, since the Employee shall have suffered no loss, for which he could be made whole.
 - (c) Include items such as oral reprimands or warnings, and on-the-spot corrections or corrective counseling.

e. If an accumulation of infractions, which have been the subject of informal disciplinary action, becomes the basis for formal disciplinary action, any incident, so cited by the Employer, shall be subject to Grievance Procedures, as defined in Article XVII.

Section 16.2 - Manner of Discipline

- a. If the Employer has reason to discipline an Employee, it shall normally be done in a manner that shall not embarrass the Employee, before other Employees or the public, and shall be done in a timely fashion. Discipline shall be imposed as soon as possible after the Employer is aware of the event or action giving rise to the discipline, and has a reasonable period of time to investigate the matter.
- b. If an Employee is disciplined, for violation of work rules, the absence of related, written, work rules, including formal policies or procedures, shall constitute a grievable defense, against such disciplinary action.

Section 16.3 - Suspension Pending Discharge

The Employer may suspend an Employee for up to thirty (30) calendar days, pending a decision as to whether or not charges for discharge shall be filed against an Employee. If the Employee is not discharged, or if the Employee receives discipline less severe then the unpaid suspension time served pending discharge, the Employee shall be reimbursed for any resulting difference, in base pay, between the loss of pay for the unpaid suspension period and the actual discipline imposed.

Section 16.4 - Pre-Disciplinary Meeting

- a. Prior to notifying the Employee of the contemplated measure of discipline to be imposed, the Employer shall meet with the Employee involved and his Union representative, and inform him of the reasons for such contemplated disciplinary action, including any names of witnesses and copies of pertinent documents.
- b. The Employee and Union representative shall be given the opportunity to rebut or clarify the reasons for such discipline.
- c. Pre-disciplinary meetings shall only be required, when formal disciplinary action is contemplated.

Section 16.5 - Notification and Measure of Disciplinary Action

- a. In the event disciplinary action is taken against an Employee, other than the issuance of an oral warning, the Employer shall promptly furnish the Employee and the Union, in writing, with a clear and concise statement of the reasons therefore.
- b. The measure of discipline and the statement of reasons may be modified, especially in cases involving suspension pending discharge, after the investigation of the total facts and circumstances.

- c. Once the measure of discipline is determined and imposed, the Employer shall not increase it for the particular act of misconduct which arose from the same facts and circumstances.
- d. The Employee shall be entitled to the presence of a grievance representative, at an investigatory interview, if he requests one and if he has reasonable grounds to believe that the interview may be used to support disciplinary action against him.

Section 16.6 - Removal of Discipline

Any record of disciplinary action shall be removed from an Employee's file and handed to the Employee, if:

a. From the date of the last written reprimand, twelve (12) months have passed.

Section 16.7 - Polygraph

Employees shall not be required to take a polygraph examination, as a condition of retaining employment with the Employer, nor shall they be subject to disciplinary action, for refusal to take such.

ARTICLE XVII SETTLEMENT OF GRIEVANCES

Section 17.1 - Grievance Definition

- a. A grievance shall be considered a dispute between the Employer and the Union and/or any Employee(s), regarding the application, meaning or interpretation of this Agreement, or arising out of conditions concerning wages, hours and all conditions of employment.
- b. Grievances may be processed by an Employee, or the Union on behalf of an Employee or on behalf of a group of Employees, or itself.
- c. Either party may have the Grievant present, at any Step of the grievance procedure.
- d. The resolution of a grievance, filed on behalf of a group of Employees, shall be made applicable to the appropriate Employees within that group.
- e. Informal disciplinary actions and probationary status decisions shall not be subject to these grievance procedures.
- f. For purposes of this Article, "working days" are defined as those days, when a person is scheduled to be and is present for duty.

Section 17.2 - Grievance Steps

Grievances shall be settled in accordance with the following procedures:

- a. <u>Step 1. Division Director</u>
 - 1. Any Employee, with or without the Union, shall submit the grievance, in writing, to the Employee's Division Director who is outside the bargaining unit, except that grievances relating to the Community Health Center shall initially be filed at Step 2.
 - 2. The written grievance shall contain a statement of the grievant's complaint, citing the specific Section claimed to be violated by the Supervisor and/or Employer, specifics of the violation, and the relief sought. The written grievance shall be signed and dated by the grievant(s).
 - 3. All grievances must be presented, not later than ten (10) working days, from the date the grievant(s) became aware of the occurrence, giving rise to the complaint.
 - 4. The immediate Division Director shall render a written response to the grievance within five (5) working days after the grievance is presented.
- b. <u>Step 2 Executive Director</u>
 - 1. In the event the grievance is not resolved, at Step 1, it may be presented by the Union, in writing, to the Executive Director, within five (5) working days, from the receipt of the answer or the date such answer was due, whichever is earlier.
 - 2. Within five (5) working days after the grievance is presented to Step 2, the Executive Director shall discuss the grievance with the Union.
 - 3. The Executive Director shall render a written answer to the grievance within five (5) working days after such discussion is held, and shall provide a copy of the answer to the Union.
- c. Step 3 Board of Health
 - 1. If the grievance is not resolved, at Step 2, the Union Grievance Committee may present the grievance to the Board of Health, within ten (10) working days from the Executive Director's response, or the date the response was due, whichever is earlier.
 - 2. Within (10) working days of receipt of the written grievance, the parties shall meet and hold discussion, in an attempt to resolve the grievance, unless the parties mutually agree otherwise.
 - 3. The Board of Health shall give the written response, to the Union, within ten (10) working days, following the meeting between the parties.

- d. <u>Step 4. Arbitration</u>
 - 1. If the grievance is not settled at Step 3, the Union Grievance Committee may submit the grievance to binding arbitration, by giving written notice to the Executive Director of intent to arbitrate, within fifteen (15) working days from receipt of the written response of the Board of Health, at Step 3. In no case shall arbitration be filed more than six (6) months after receipt of the written response at Step 3.
 - 2. The Arbitrator shall be selected, in accordance with the rules and regulations of the Federal Mediation and Conciliation Service (FMCS), from a list provided by FMCS, for that purpose.
 - 3. Arbitration shall be conducted, in accordance with the rules and regulations of FMCS.
 - 4. The Arbitrator shall have no authority to add to, subtract from, or change any of the terms of the Agreement.
 - 5. The costs of arbitration shall be shared equally by the Union and the Employer, and the Arbitrator shall have no authority to otherwise assess costs.
 - 6. The decision of the Arbitrator shall be final and binding on the parties, and the Arbitrator shall be requested to respond, in writing, within thirty (30) days, after the conclusion of the hearing(s), as to the finding(s) and/or award(s).

Section 17.3 - Advanced Grievance Step Filing

Grievances concerning suspensions discharges and/ or safety and health complaints of any Employee shall be initiated at Step two (2) of the Grievance Procedure. Certain mutually agreed upon issues which by nature are not capable of being settled at a preliminary step of the grievance procedure may be filed at the appropriate advance step where the action giving rise to the grievance was initiated.

Section 17.4 - Timeliness

- a. When a grievance is not processed to the next Step, within the required period of time, the grievance shall be considered withdrawn.
- b. When an answer is not received to a grievance, within the required period of time, the grievance shall be considered automatically moved to the next Step.
- c. The time limits may be extended, by written agreement of the parties' authorized representatives.

Section 17.5 - Meetings

Negotiating or meeting in the grievance procedure, involving representatives of the Employer and representatives of the Union, shall be held during working hours, on the Employer's premises and without loss of pay.

Section 17.6 - Free Association

- a. Nothing contained in this Article shall limit the right of any Employees, as individuals, to discuss any matter with their Supervisors.
- b. If the Union representative becomes involved in this discussion, it should be brought to the attention of the Employer or their designated representative, during working hours, providing the results are consistent with the terms of the Agreement.

ARTICLE XVIII STRIKES AND LOCKOUTS

Section 18.1 - Lockouts

No lockout of Employees shall be instituted by the Employer, during the term of this Agreement.

Section 18.2 - Strikes, Work Stoppages and Work Slow Downs

- a. The Union shall not call, authorize, ratify or engage in, nor shall any member of the Union take part in any strike, work stoppage, or work slow-down on the Employer's premises.
- b. The Union and the Employees further agree that they shall not picket, in any manner, which would tend to disrupt the operations of the Employer.

Section 18.3 - Sanctions for Breach

- a. The Employer shall have the right to discipline any Employee, who instigates, participates in or affords leadership to an unauthorized strike, work stoppage or work slow-down, in violation of this Agreement.
- b. Such disciplinary action may include discharge.

ARTICLE XIX SAFETY AND HEALTH

Section 19.1 - General Duty

The Employer shall provide a safe and healthful workplace and correct all hazards. Should Employees complain that their work for the Employer requires them to be in an unsafe or unhealthy situation, in violation of applicable health or safety rules, the matter shall be adjusted immediately by

the Employer or an authorized representative. Where a clear and present danger exists, the Union may grieve at any time at Step 3 of the Grievance Procedure.

Section 19.2 - Safety and Health Committee

Recognizing the need to provide a safe and healthful workplace, the parties agree to establish a joint Safety and Health Committee which shall meet regularly and promptly for the purposes of identifying and correcting unsafe or unhealthy working conditions. The Committee shall:

- a. Meet on dates established by the committee to carry out the intent of this section and to further promote the safety and health of the Employees at the work location.
- b. Make personal inspections, participate in government inspections, and investigate complaints concerning allegations of unsafe or unhealthy conditions.
- c. Promote educational programs which will motivate adoption of safe working habits.
- d. Review injury and inspection reports for unsafe and unhealthy patterns of a certain nature or work location on a monthly basis.

Where, following such meetings, agreement is reached as to the existence of the unsafe or unhealthy working condition, the Employer shall attempt to correct it within a reasonable time.

Section 19.3 - Tools and Equipment

The Employer agrees to furnish and maintain in safe working condition all tools and equipment, including department vehicles, required to carry out the duties of each position. Employees are responsible for reporting any unsafe conditions or practices and for properly using and caring for the tools and equipment furnished by the Employer.

Section 19.4 - Protective Clothing

Protective wearing apparel required by the nature of a job shall be provided by the Employer.

Section 19.5 - Inclement Weather Gear

In the event an Employee reports for work on his/her scheduled shift and is assigned maintenance duties exposing the Employee to adverse weather conditions, the Employer shall make available for the duration of the shift outerwear and, if necessary, overshoes.

Section 19.6 - Video Display Terminals/ Cathode Ray-Equipment

The Employer and the Union will attempt to keep current with monitoring studies and reports on the effects, if any of visual display terminals and their setting on the health and safety of the operators. The parties also agree to summarize any relevant findings and disseminate them to users.

Section 19.7 - The Right to Know About Workplace Toxics

All Employees shall be provided information on all toxic substances in the workplace with which they work or are likely to come in contact. Toxic substances shall be defined as those substances recognized or suspected of creating a potential health hazard. Information provided to Employees shall include the generic and trade name of the (chemical) substance, the level of exposure considered hazardous, symptoms of hazardous exposure, long and short term effects of hazardous exposure, data on flammability clean-up procedures incase of spill, and emergency treatment. Employers shall not be required to provide the chemical or generic names of individual substances in chemical compounds which registered with the appropriate federal government agency as trade secret but shall be required to provide all other above noted information. Requests shall be made to the Employer in writing. When requested, such information shall be made available within three working days. Wherever requested information is not provided within the time limit, Employees may refuse to work with the substance in question until the information is provided.

Section 19.8 - The Right to Refuse Work

No Employee shall be required to perform work which he or she reasonably believes to be a hazard to his health, or safety or that of any other Employee, or for which he or she is inadequately trained. An Employee's refusal to perform hazardous work shall not warrant or justify any present or future disciplinary action. No Employee shall suffer a loss of pay or privileges as result of an action taken under this clause. In cases where the Employer disputes the existence of a hazard, the Employee shall have the right to continue to refuse the work in question until the dispute has been settled through a grievance submitted at Step 3 of the Grievance Procedure.

Section 19.9 - Communicable Diseases and Blood Borne Pathogens

- a. Any Employee acting in the Employee's official duties who is exposed to a person suffering with a communicable disease shall have the option to obtain, at the Employer's expense, any immunization, preventative or curative medication to counteract any chance of becoming afflicted with that communicable disease.
- b. The Employer shall comply with applicable law relating to blood borne pathogens.

Section 19.10 - Flu Vaccination

During the designated CDC flu season all Community Health Center employees are required to do one of the following:

- a. receive an annual flu vaccination, or
- b. wear an Employer provided mask(s)

Mask provided by the Employer will be replaced by the Employer as needed.

ARTICLE XX GENERAL PROVISIONS

Section 20.1 - Pledge Against Discrimination and Coercion

- a. The provisions of this Agreement shall be applied equally, to all Employees in the bargaining unit, without discrimination, as established by the laws and customs of the State of Illinois and the United States of America.
- b. The Union shall share equally with the Employer the responsibility for applying this Section of this Agreement.
- c. The Employer agrees not to interfere with the rights of Employees to become members of the Union, and there shall be no discrimination, interference, restraint, or coercion by the Employer or Employer representatives, against any Employee, because of Union membership or because of any Employee activity, in an official capacity, on behalf of the Union, or for any other cause.
- d. The parties acknowledge that sexual harassment is a form of unlawful discrimination, which is not to be condoned and is, therefore, a grievable matter, which may be initially filed with the Supervisor who, at that Step of the Grievance Procedure, has authority over the person(s), alleged to have engaged in such conduct.
- e. In accordance with the Illinois Public Employees' Labor Relations Act (IPELRA), as amended, the Employer understands and accepts the right of the Union to solicit membership, during non-work times and in non-work areas or places.

Section 20.2 - Employee Review

- a. Employees shall have the right, upon request, to review the contents of their personnel files and working files.
- b. Reasonable requests, by the Employee, to copy documents in the file, shall be honored.
- c. Requests to review personnel files shall be granted, no later than three (3) working days, following the day of request.
- d. With the written permission of the Employee, authorized Union representatives shall have the right to review and copy Employee files.

Section 20.3 - Intent

a. It is the specific intent of this Agreement that it shall be binding on the parties, only to the extent provided by law.

- b. It is further agreed by the parties hereto that, to the extent permitted by law, they are the only parties bound by this Agreement, even though the term "Employer", as used in this Agreement, in some instances, means an elected or appointed public official.
- c. The parties further recognize that many of the Employees, covered by this Agreement, are actually employed by elected officials or appointed public officials, and that nothing in this Agreement shall limit the rights of said elected public officials, to carry out the duties of their offices.

Section 20.4 - Damage to Personal Property-Will County Health Department

- a. The Employee shall be reimbursed for the cost of personal property, destroyed or damaged through acts arising out of and in the course of direct patient care and through no proven negligence by the Employee. The Employer shall provide an area, which is generally not accessible to the public, for the storage of employees' outerwear.
- b. To receive reimbursement, the Employee shall report the incident, resulting in personal property damage, in writing, to their immediate supervisor at or before the end of the work shift, in which the incident occurred.

Section 20.5 - Shift Differential

All employees shall receive shift differential, added to their base rates of pay for all shifts starting at or after 11:00 A.M. and before 6:00 A.M. of \$0.60.

Section 20.6 - Required Physical Examinations

- a. The Employer shall bear the cost of job-required physical examinations, by either providing a physician or reimbursing the Employee for any expenses incurred.
- b. Upon presentation of proper receipts, the Employee shall receive reimbursement of the initial physical, upon successful completion of the Employee's probationary period.

Section 20.7 - Mileage Reimbursement

Employees, who are required to use their personal vehicles, in the course of their employment duties, shall be compensated per mile of use at the IRS rate. The change shall take place January 1 of each year.

Section 20.8 - Use of Employer Owned Vehicles

Employer owned vehicles shall be used by employees whenever circumstances require transportation of clients or supplies or for the transportation of any maintenance supplies or equipment. All employees who currently utilize Will County Health Department Vehicles shall continue to utilize Will County Health Department vehicles according to present practices and procedures.

Section 20.9 - Labor Management Meeting

There shall be labor-management meetings for the areas of discussion set forth below. Such meetings shall be held once every month unless mutually agreed otherwise.

Items to be included in the agenda for the aforementioned Labor Management meetings are to be submitted at least two-five (52) days in advance of the scheduled dates of the meeting if at all possible. The purpose of each meeting shall be:

- a. Discuss the administration of the agreement.
- b. Disseminate general information of interest to the parties.
- c. Give representatives an opportunity to express their views, or to make suggestions on subjects of interest to employees of the bargaining unit.
- d. Unless otherwise specifically agreed by the parties, in writing, labor-management meetings shall not be used for the purpose of discussing grievances or for bargaining. Unless otherwise specifically agreed by the parties, in writing, the parties specifically agree that the results of any labor-management meeting are not to be considered as bargaining agreements.

Section 20.10 - Job Audit and Career Ladder Committee

- a. Each Employee will be provided with a copy of his/her job description upon hire and whenever modified.
- b. Any Employee who feels that his/her job is improperly classified may have his/her classification reviewed. If an Employee would like his/her classification reviewed, he/she shall make such a request through the Union. The investigation of the request will include an on-site audit and interview. Unless mutually agreed, such investigation will not exceed thirty (30) days after the request has been received by the Employer. Any increase in pay resulting from a review will be retroactive to the date of request.

Section 20.11 - Printing of the Agreement

The Employer shall cause the Agreement to be duplicated and shall, during the term of the Agreement, make one copy available to each bargaining unit Employee. The Employer shall also provide ten (10) copies of the Agreement to the Union.

Section 20.12 - Indemnification

The County shall hold Employees harmless from and pay for damages or money which may be adjudged, assessed or otherwise levied in a cause of action brought against any Employee, other than for punitive damages, for injury or loss sustained as a result of Employee activities occurring within the scope of their employment at the Will County Health Department; so long as the Employee is acting properly and within the scope of his/her employment. This indemnification provision shall not expand any Employee rights or obligations established by law. For indemnification to occur, the Employee must immediately notify the County of the filing of a cause of action following proper service by providing to the County State's Attorney a copy of the suit.

Section 20.13 - Welfare To Work

Prior to the Employer commencing participation in a federal or state sponsored welfare to work program, the Employer shall provide the Union with a forty-five (45) day notice of its participation in said program. The Employer shall provide the Union with the following information on the participants of said program: a) the work location; b) hours of work; c) nature of work; and, d) the anticipated duration of the assignment. The Employer and the Union shall comply with all state and federal laws and regulations regarding any welfare to work program in which the Employer participates.

Section 20.14 - Bilingual Pay

The Employer, in its sole discretion, may designate employees to officially use bilingual skills within the Health Department. The Employer, in its sole discretion, shall determine the selection and continued service of individuals to serve in such capacity. Employees so designated, so long as their job duties do not include bilingual skills, shall receive additional compensation of \$60 per month for each full month in which they act in such capacity. The duties and qualification of each designated Employee shall be determined by the Employer. The Employee may resign their designation status at any time.

ARTICLE XXI AUTHORITY OF THE AGREEMENT

Section 21.1 - Guarantee of Terms

- a. This Agreement shall immediately be submitted for ratification, by the parties, with subsequent adoption and signatures to occur, in accordance with their practices.
- b. Ratification and adoption, by the County of Will and the Will County Board of Health, shall commit the Employers to enact no subsequent rules or regulations, including Executive Orders, having the force or effect of law, which would impair the binding effect or otherwise make unenforceable the terms of this Agreement.

Section 21.2 - Invalidations and Savings

If any provisions of this Agreement, or the application of any such provision, should be rendered or declared invalid, by any Court action, or by reason of any existing or subsequently enacted legislation, the remaining provisions of this Agreement shall remain in full force and effect, and the subject matter of such invalid provision shall be open to immediate negotiations.

Section 21.3 - Term and Effect

a. This Agreement shall be effective upon its execution by the parties and shall remain in full force and effect, until the 30th day of November 2021.

- b. This Agreement shall be automatically renewed, from year to year thereafter, unless either party shall notify the other, in writing, at least ninety (90) days prior to the anniversary date, that it desires to modify this Agreement.
- c. Should either party so notify the other, negotiations shall begin, at least (60) days, prior to the anniversary date.
- d. This Agreement shall remain in full force and effect, during the period of negotiations and until notice of termination of this Agreement is provided by one party to the other, in the manner set forth below.
- e. In the event that either party desires to terminate this Agreement, written notice must be given to the other party, at least ten (10) days, prior to the desired termination date, which shall not occur before the anniversary date, set forth below.

Executed by the parties on the date(s) indicated below:

For the Union:

CHRISTIAN HAINDS,
STAFF REPRESENTATIVE
AFSCME COUNCIL 31

MINDA WILLIAMSON, PRESIDENT, LOCAL 1028 AFSCME COUNCIL 31

Date:

Date: _____

For the Employers:

JENNFER BERTINO TARRANT,

WILL COUNTY EXECUTIVE on Behalf of Herself and as Presiding Official of the Will County Board

DR. BILLIE TERRELL, PRESIDENT WILL COUNTY BOARD OF HEALTH

Date: _____

Date: _____

<u>ANNEX A</u> <u>CLASSIFICATIONS</u>

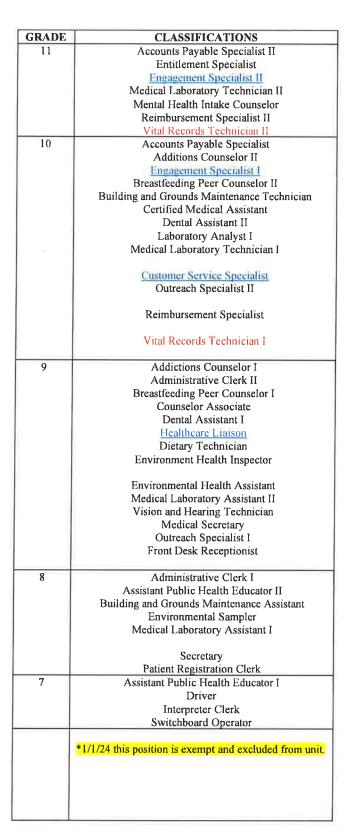
- I. The Will County Health Department is an Agency.
- II. Bargaining Unit Classification by Pay Grade (Effective 12/01/2021-11/30/2025)

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GRADE	CLASSIFICATIONS
16	Child Care Nurse Consultant II
	Information Technology Specialist III*
	Senior Clinician
15	Child Care Nurse Consultant I
	Correctional Mental Health Prof. II
	Mental Health Counselor III
	Data Analyst/Epidemiologist
	Access to Care Specialist III
	Geologist III
	Information Technology Specialist II
	Staff Nurse IV
14	Forensic Specialist II
	Care Coordinator Case Manager II
	CD Investigator III
	Community Health Educator III
	Access to Care Specialist II
	Crisis Response Specialist II
	Geologist II
	Information Technology Specialist I
	Mental Health Counselor II
	Nutritionist III
	Sanitarian III
	Staff Nurse III
	Social Worker II
	Emergency Preparedness Specialist II
13	Building and Grounds Maintenance
15	Engineer
	CD Investigator II
	Communications Specialist II
	Community Health Educator II
	Care Coordinator Case Manager I
	Forensic Specialist I
	Geologist I
	Access to Care Specialist I
	Lab Analyst III
	Medical Technologist II
	Medical Technologist II Mental Health Counselor I
	Medical Technologist II Mental Health Counselor I Nutritionist II
	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist
	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u>
	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist
	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u>
	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I
	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I Communications Specialist I
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I Communications Specialist I Laboratory Analyst II
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I Communications Specialist I Laboratory Analyst II Licensed Practical Nurse
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I Communications Specialist I Laboratory Analyst II Licensed Practical Nurse Medical Technologist I
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I Communications Specialist I Laboratory Analyst II Licensed Practical Nurse Medical Technologist I Nutrition Specialist
12	Medical Technologist II Mental Health Counselor I Nutritionist II Public Health Promotion Specialist <u>Program Community Liaison</u> Sanitarian II Social Worker I Staff Nurse II Emergency Preparedness Specialist I CD Investigator I Communications Specialist I Communications Specialist I Laboratory Analyst II Licensed Practical Nurse Medical Technologist I

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ANNEX B WAGES AND PAY SCHEDULE

Wages shall be in accordance with the wage schedules set forth herein.

Modify wages as follows:

- a. Retro to December 1, 2022 6.75%
- b. Effective December 1, 2023 3.75%
- c. Effective December 1, 2024 3.00%
- d. Bargaining unit members actively employed at the time of ratification/adoption of this Agreement by both parties shall receive a one-time lump sum payment in the gross amount of \$1,000 as soon as administratively feasible.

All employees shall have a wage anniversary date of June 1 of each year. New Hires, hired after December 31 of any fiscal year shall not advance step until June 1 of the calendar year following their year of hire.

Modify the Step Movement as follows:

- a. Effective June 1, 2023 Eliminate Steps 9 and 10
- b. Effective June 1, 2024 Eliminate Step 11
- c. Effective June 1, 2025 Eliminate Step 12

Individual Equity Adjustments:

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- Certified Medical Assistants One additional step effective December 1, 2023
- Gail Perkins, Patient Reg Clerk One additional step effective June 1, 2023
- Mercedes Uvias, Patient Reg Clerk One additional step effective June 1, 2023
- Maribel Paramo-Carillo, Patient Reg Clerk One additional step effective June 1, 2023
- Janice Giggleman, Patient Reg Clerk One additional step effective June 1, 2023
- Maria Zamudio, Patient Reg Clerk One additional step effective June 1, 2023
- Michelle Ballard, Patient Reg Clerk One additional step effective June 1, 2023

- Mengli Li, Staff Nurse II Two additional steps effective June 1, 2023
- Stacey Morris-Jones, Outreach Specialist II One additional step effective June 1, 2023
- Gloria Flores, Outreach Specialist II One additional step effective June 1, 2023
- Jean Ann Meyerhoff Vital Records Tech I to Vital Records Tech II Grade 11, Step 27 effective June 1, 2023
- Terra Ihde, CD Investigator III One additional step effective June 1, 2023
- Kathleen Paul, CD Investigator II One additional step effective June 1, 2023
- Nancy Hanus-Bowden, MH Counselor III One additional step effective June 1, 2023
- Gina Zito, MH Counselor III One additional step effective June 1, 2023
- Amanda Barrios, MH Counselor III One additional step effective June 1, 2023
- Stacey Mispagel, MH Counselor III One additional step effective June 1, 2023
- Leslie Castro, MH Counselor III One additional step effective June 1, 2023
- Donica Catchings, MH Counselor II One additional step effective June 1, 2023
- Izabela Ustupski, MH Counselor II One additional step effective June 1, 2023
- Kathleen Cios, MH Counselor II One additional step effective June 1, 2023
- Myranda Fieldhouse, MH Counselor II One additional step effective June 1, 2023
- Charnea Fowler, MH Counselor II One additional step effective June 1, 2023



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-39

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

APPROVAL FOR THE APPROPRIATION OF FUNDS FOR THE HELUNA HEALTH ARISE GRANT - WILL COUNTY HEALTH DEPARTMENT - \$35,516

WHEREAS the Will County Health Department received a Heluna Health Activating Relationships in Illinois for Systematic Equity (ARISE) grant to advance community resilience, well-being, and equity; and

WHEREAS additional funding of \$40,000 was added to the amended award of \$38,000 to support salary and fringes to facilitate the program objectives of the ARISE grant; and

WHEREAS the project period is July 25, 2022, through May 31, 2023, and extended through January 31, 2024; and

WHEREAS the funding appropriation presented covers June 1, 2023, through November 30, 2023.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the additional appropriation of funds to the FY2023 Will County Health Department budget:

Revenue:

Decrease:	2102-498010-120-34010-40	Anticipated New Revenue	\$ 35,516
Increase:	2102-436020-120-34010-40	Heluna Health ARISE	\$ 35,516
Expenses			
Decrease:	2102-599010-120-34010-40	Anticipated New Expenses	\$ 35,516
Increase:	2102-511010-120-34010-40	Pay-S-Full Time Salary	\$ 22,736
Increase:	2102-522010-120-34010-40	Pay-B-FICA-Social Security	\$ 1,739
Increase:	2102-522015-120-34010-40	Pay-B-IMRF Contributions Tier 2	\$ 1,764
Increase:	2102-523010-120-34010-40	Pay-B-Health Insurance	\$ 9,277

X

DATED THIS 21st Day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health



Heluna Health EMPOWERING POPULATION HEALTH INITIATIVES SINCE 1969

SUBCONTRACT/SUBRECIPIENT AMENDMENT 2

HELUNA HEALTH

AND

WILL COUNTY HEALTH DEPARTMENT

0929.0101; 0929.0201 IDPH – ACTIVATING RELATIONSHIPS IN ILLINOIS FOR SYSTEMIC EQUTIY (ARISE)

This [Subcontract/Subaward] Agreement (this "Agreement") is amended as follows:

6. TERM AND TERMINATION

(a) <u>Term</u>. Unless earlier terminated as provided herein, the term of this Agreement shall be from July 25, 2022 and is extended to end on January 31, 2024.

EXHIBIT A – SCOPE OF WORK

Please see additional activities added to the Statement of Work (SOW) in Exhibit A.

EXHIBIT B – BUDGET

The \$38,000 budget from the original Agreement has increased by \$40,000. The new amended amount shall not exceed \$78,000 per the attached Exhibit B Amendment 2.

EXHIBIT D - FORM OF INVOICE

Final invoice must be marked "Final" and is due by November 30, 2023.

All other terms and conditions of the original Subcontract/Subaward Agreement remain in full force and effect.

Signatures acknowledging this amendment are below.

.

HELUNA HEALTH: Pocusigned by: Peter Dale	6/12/2023	
Peter Dale	Date	
Chief Program Officer		
WILL COUNTY HEALTH DEPARTMENT:		
Elizabeth Bilotta	6/7/2023	
Name: Elizabeth Bilotta	Date	
Title: Executive Director		

EXHIBIT A – SCOPE OF WORK AMENDMENT 2

Please refer to the following page(s).

×

Coalition Scope

ARISE is issuing an amendment to provide additional funds and an extended period of performance to implement the revised scope.

Budget: <u>Cost Reimbursement</u> 75% received upon additional funds contract execution 25% by November 30, 2023

Effective effective June 1, 2023 to January 31, 2024, the following activities are being added to the existing scope of work:

- 1. Complete the work plan as presented in the awarded grant application for additional funding.
- 2. Conduct a second 90 day Equity Action Lab focused on addressing upstream community conditions and root causes that impact health inequities
- 3. Carry out one narrative change campaign or policy change campaign or investment change campaign within the Equity Action Lab
- 4. Tell your transformation story (and record it) in a way that recruits others to join and invest in your health equity efforts
- 5. Develop and submit a long-term balanced change strategy for your community
- 6. Develop and submit a real-time measurement and evaluation plan and implement processes for measurement that aligns with your strategy (including how you will be accountable to community residents about the outcomes you are developing)
- 7. Using BEACON or AACT, develop and implement an action plan to advance equity in your coalition functioning
- Reporting: Completion of monthly reports by the 2nd of each proceeding month Final Report Due by February 5, 2024

EXHIBIT B – BUDGET AMENDMENT 2

Please refer to the following page(s),

X

Project Name: Activating Relationships in Illinois for Systemic Equity (ARISE) Legal Name: Will County Health Department Period of Performance: July 25, 2022 - January 31, 2024

Date Prepared:

*Please include any anticipated remaining funds from the current award in this budget *Additional funds requested should not exceed the amounts included in the application instructions,

Personnel Robert Dutton, Health Equity Manager Vinita Voss, Equity Manager	\$27,793			Funding is requested to support this position which will serve as Will County
the second s	\$27,793			Funding is requested to support this position which will serve as will county
Vinita Voss, Equity Manager		100%	\$27,793.25	Health Department's liasion to the community health equity collaboration. Funding is requested to support this position which will serve as Will County
	\$25,788	100%	\$25,787.63	
	\$0	0%	\$0.00	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	50	0%	\$0.00	
	\$0	0%	\$0.00	
	\$0	0%	\$0.00	
	\$0	0%	\$0.00	
Subtotal Salaries			\$53,580.88	
Fringe Benefits	1000	44%		
FICA, Retirement, Group Health Insurance	\$53,581	39.98%	\$21,419	Funding is requested to support fringe benefities for ARISE program staff. Frin benefits include FICA, IMRF, and Health Insurance. FICA is payable for all employees and is calculated at 7 55% of gross wages less employee health insurance contributions. For this staffing compliment, FICA expense is project at 6,901%. Referentiate payable for all full and part time employees and is budgeted at the 2022 rate of 9.35%. Health insurance is payable for all full and part time staff at \$17,900 per FTE less employee contribution which is based aslary and coverage selected. For this staff compliment, group insurance is 18,734%.
Subtotal Personnel (Salaries plus fringe)			\$75,000.00	
Travel			ar 3,000,00	Budget Line Item Narrative (Required for each Line Item)
Travel Supplement			\$1,500.00	
Stipend for lived expenses			\$1,500.00	
Total Travel	2		\$3,000.00	
Equipment (When per unit cost is equal with \$5,000 or mo	re)			Budget Line Item Narrative (Required for each Line Item)
			\$0.00	
			\$0.00	
			\$0.00	
T.1.1 T. 1			\$0.00	
Total Technology & Equipment			\$0.00	
Supplies				Budget Line Item Narrative (Required for each Line Item)
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
Total Supplies			\$0.00	
Contractual (Only contract for services & consultants)				Budget Line Item Narrative (Required for each Line Item)
Comp contract for screeces a constitution			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
Total Contractual			\$0.00	
Subawards/Subcontracts				Budget Line Item Narrative (Required for each Line Item)
ub-Awardee 1 +			\$0.00	
ub-Awardee 2 -			SO 00	
ub-Awardee 2			\$0.00	
ub-Awardee 2			\$0.00	
			\$0.00	
Total Pubeurade/Pub			\$0.00	
Total Subawards/Subcontracts			\$0.00	water to the state of the state
Other Expenses				Budget Line Item Narrative (Required for each Line Item)
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
Total Other			\$0.00	
			\$78 000 001	
Total Direct Expenses Total Indirect Expenses**			\$78,000.00	Agreement



WILL COUNTY BOARD OF HEALTH RESOLUTION #23-40

RESOLUTION OF THE WILL COUNTY BOARD OF HEALTH WILL COUNTY, ILLINOIS

RESOLUTION FOR APPROVAL TO SURPLUS EQUIPMENT – LISTING ATTACHED

WHEREAS, the Will County Health Department requires disposal and recycling of office equipment, phone equipment, copiers, electronics, televisions, routers and switches, computer related items, and other miscellaneous items from the CHC, Family Health Services, Administration, Behavioral Health and Environmental Health.

NOW, THEREFORE, BE IT RESOLVED the Board of Health approves the disposal and/or recycling of the attached listings of items.

DATED THIS 21st Day of June 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health

TRANSFERABLE ASSETS / SURPLUS FORM

Will County Purchasing - 302 N. Chicago St. - Joliet, IL 60432 (815) 740-4605 Fax (815) 740-4604

Department : Health

Phone No.: 8157278498 Somele Signature:

Resolution No.:

Approved By: Anthony Melei

Date Approved:

(1) Category	(2) Trf Asset / Surplus Tag No.	(3) Item/Description	Age	(4) Condition (W / NW)		Serial No./ Vin No.	County Tag No.	Transferred to Warehouse/Dept/ Charitable Inst	Received By (Signature)	Date Received	Disposed of by Warehouse/ Department	(5)
Computer		HP ProDesk 400 G5 Desktop Mini		NW		MXL00721PN221	22147		(Burney		Department	RJ
Printer		HP OfficeJet 250		NW		CZ99360017	24095					RJ
Computer		HP ProBook 650 G5 Laptop		NW		5CG0399M9P	N/A			1		RJ
Computer		Lenovo X380 Yoga Laptop	1.0	NW			N/A			-		
Computer	per l'anna anna	MicroSoft Surface Pro Tablet	1000	NW		10794704253	24579					RJ RJ
Computer		Lenovo Thinkcenter M92Z	1	NW		MJ38VR4	16471			-		KJ
Printer		HP Mobile Printer		NW	1.000	MY21760H2	15625					DF
Laptop		HP Compaq 653b	1. E	NW		CNU937BZKN	13017					-
Computer		Lenovo A70z		NW		S1AEM48	14895			-		DF DF
laptop		Lenovo ThinkPad x13 Yoga Gen1	1	NW		R90Y0AMD	24167					DF
Computer		Lenovo all in one	1	NW	-	MJ01YEX6	16469					-
computer		ThinkCentre M92z	1.2	NW			N/A			-		DF DF
Computer		ThinkCentre A70z	1	NW		SIAEM15	14894					DF
Computer		ThinkCentre M73	1	NW	1	MJ00YC4E	18263					-
monitor		ASUS	1	NW			N/A					DF
Printer	1	HP C9692A		NW	_		N/A					DF DF

(1) Category- Office Equipment, Furniture, Computer, Machinery,

Vehicle, Others

(2) Surplus Tag No.- Tag Number assigned by the Purchasing Department

(4) Condition - W-Working ; NW-Non-Working

(5) Initial Department Head should initial for disposal of non-computer broken item(s)

-If Maintenance is disposing of the item(s), the Maintenance Staff should initial

(3) Item/Description - If transferring computer equipment, include operating system description. Ex: Windows 2001-Computer Staff (either ICT or department staff) should initial to verify hard drive was stripped.

TRANSFERABLE ASSETS / SURPLUS FORM

Will County Purchasing - 302 N. Chicago St. - Joliet, IL 60432 (815) 740-4605 Fax (815) 740-4604

Department : Health

Phone No.: 8157278498

Resolution No.:

Approved By: Anthony Melei

Signature: Smale

Date Approved:

(1) Category	(2) Trf Asset / Surplus Tag No.	(3) Item/Description	Age	(4) Condition (W / NW)	Vehicle Mileage	Serial No./ Vin No.	County Tag No.	Transferred to Warehouse/Dept/ Charitable Inst	Received By (Signature)	Date Received	Disposed of by Warehouse/ Department	(5) Initial
COMPUTER		Lenovo all in one	1000	NW	1.200	MJ38VR4	16471		(0.8-mm-1)	1.000.000	Department	DF
COMPUTER		Lenovo m72Z		NW		MJTNPNL	16392					DF
COMPUTER		Lenovo all in one		NW		MJ02B5ZL	19216					DF
COMPUTER		Lenovo M71z		NW		MJFHXFA	15621					DF
COMPUTER		Lenovo M72z		NW		MJTNPPK	N/A					DF
RADIO		Midland 74-200		NW		10300694	N/A					DF
			1									
								4				
			-									
							-		-			-

(1) Category- Office Equipment, Furniture, Computer, Machinery,

Vehicle, Others

(4) Condition - W-Working ; NW-Non-Working

(5) Initial- Department Head should initial for disposal of non-computer broken item(s) -If Maintenance is disposing of the item(s), the Maintenance Staff should initial

(2) Surplus Tag No.- Tag Number assigned by the Purchasing Department

(3) Item/Description - If transferring computer equipment, include operating system description. Ex: Windows 200(-Computer Staff (either ICT or department staff) should initial to verify hard drive was stripped.



Will County Board of Health Resolution #23-41

Resolution of the Will County Board of Health Will County, Illinois

APPROVAL FOR THE WELL-WOMAN PROGRAM ADSPOSURE/PACE BUS MEDIA CAMPAIGN ALONG PACE BUS HERITAGE BUS ZONE IN WILL COUNTY, IL

WHEREAS, the Family Health Services (FHS) Division of the Will County Health Department operates the Well-Woman Program, and

WHEREAS, grant dollars have been appropriated for advertising in the Well-Woman program budget to educate female Will County residents (aged 18-44) about the importance of women's health and scheduling annual well-woman appointments, and

WHEREAS, the media campaign includes 5-Super Queen Bus Ads + 8-Tail Bus Ads + 8-Bus Shelters with 7,531,852 anticipated impressions for 16-week campaign, and

WHEREAS, Adsposure is the sole source provider of advertising for Pace, the Suburban Bus Division of Regional Transportation Authority, through September 30, 2026.

NOW, THEREFORE, BE IT RESOLVED that the Board of Health approves the purchase of outdoor, bus advertising with Adsposure/Pace Bus along the Pace Bus Heritage Zone in Will County, IL in the amount of \$26,000.

DATED THIS 21st day of June, 2023.

Billie Terrell, Ph.D., ACSW, President Will County Board of Health



Advertising Space Rental Contract

Company Name WCHD Well-Woman Health Campaign Market/Product Chicago PACE

Todays Date 5/3/2023

A. *Inventory reserved for Client starting: 6/26/2023

(commencement date)

B. Last day inventory is held for Client use: 10/15/2023

C. Approved client art due to Adsposure by this date 6/8/2023 to ensure installation by post date *15 Business days prior to start date ** Install will begin 5-7 business days after approved art is received. If art is late, the install date will be communicated to the AE.

Transit Displays Ordered

Number of Displays

Types of Displays

5 Super Queen - Heritage Zone

8 5	uper	Tail	-	Heritage	Zone
-----	------	------	---	----------	------

8 Bus Shelter - Heritage Zone

Client agrees to be billed the following amounts on the following dates for inventory reserved

Billing starts on above date noted in "A" (commencement date), regardless if approved art is received or approved later than required date. Submitting art and, or, deposit later than required date could result in altered post date of ad material. Adsposure will install at the next possible date but will be unable to push back the end date of this signed contract.

Month / Year 6/2023	Amount \$ 26,000.00	Mont	n / Year	Amount
Contract Total Advertiser / Agency:	\$ 26,000.00 WCHD Well-Woman Health Campaign	 NET	not limited to sales tax.	required to charge including but ch or Shelter Locations
Signature / Authorized:				
Address:	501 Ella Ave.			
City, State, Zip:	Joliet, IL 60433			
Telephone:	815-727-8769			I
Contact:	Elizabeth Bilotta			
Fax:				
Email:	bcozzie@willcountyhealth.org>			
	Adsposure Management		L	



1. If Advertiser is doing its production independently, then it agrees to furnish displays and all other items necessary for said advertising and to deliver the same to Advertising Vehicles, Inc. doing business as Adsposure ("AV") at least 10 working days before the installation date. A 10% overrun on orders of 10 signs or more is required.

2. Failure of Advertiser to furnish displays as provided above for timely installation on the stated commencement date shall be the sole responsibility of Advertiser. Other delays in commencing service shall not constitute a violation of this contract, but the Advertiser shall be entitled to a prorata credit, or at the option of AV to additional service or an extension of the term of service equivalent to the delay or omission.

3. If Advertiser has done its production independently and Advertiser's display(s) becomes damaged, defaced, mutilated or spoiled by reason of storm, floods, strikes, ordinary wear and tear, or any other cause, replacements shall be furnished by the Advertiser upon request, without liability or expense on the part of AV or the associated transit authority.

4. Advertiser shall indemnify and hold harmless AV and the associated transit authority against any liability to which they may be subjected by reason of the advertising material displayed under this contract, including, but not limited to, liability for infringement of trademarks, trade names, copyrights, invasion of right of privacy, defamation, illegal competition, illegal trade practices, or for any other reason relating to the content contained in the advertisement. This agreement to indemnify shall include all costs, including attorney's

fees, in defending any such action or actions.

5. It is understood that the client agrees to pay for rented billboard space per the schedule on page one of contract. It is understood that in the event of a late posting as a result of a missed deadline by the client that Advertising Vehicles is not obligated to refund or to credit the client for the lost advertising space. In the event that the post date is missed as a result of actions of Advertising Vehicles an extension equal to the number of missed days will be added to the end of client's expiration date.

6. Loss of service due to fire, flood, riot, and severe weather/temperatures curtailing recommended install practices or other causes beyond the control of AV and/or removal of location by transit authority shall not constitute a breach of this agreement. In such event, Advertising Vehicles shall, in its sole discretion, have the authority to cancel the balance of the contract, extend a pro rata credit for such loss, or, offer additional service or an extended term of service equivalent to the service lost.

AV accepts this contract subject to all federal, state and municipal laws and regulations with respect to the advertising matter to be displayed. In the event such advertising becomes illegal or a request is received to terminate the advertising,

- AV reserves the exclusive right to terminate this contract, but there shall be no short rate charge because of such termination. a. AV reserves the right to reject any advertising that AV determines in its sole discretion to be false, misleading, deceptive, and/or offensive to the moral standard of the community, contrary to good taste, contrary to the best interest of the associated transit authority, or for any other reason that Advertising Vehicles, in its sole discretion, sees fit.
 - b. It shall be the policy of AV in Cincinnati and Nashville to prohibit public issue advertisements that tend to promote or inhibit causes and beliefs; that in furtherance of this policy, all advertisements (except as identified in c below) shall be limited to public announcements and advertisements related to the advantages of a product, business, or service
 - c. Political advertisements if allowed for candidates for public office are allowed under the following conditions: 1) each advertisement must contain in type at least 10% as tall as the advertisement, the words "PAID POLITICAL
 - ADVERTISEMENT"; 2) contracts must be prepaid in full prior to placement of advertisement.

8. It is understood and agreed that this contract may not be canceled by Advertiser or Advertising Agency. AV reserves the right to cancel this contract at any time upon default by the Advertising Agency and/or Advertiser for any breach of this contract. Upon such cancellation, all advertising done hereunder, including short term rates or other charges under this contract which remain unpaid, including but limited to Media Package Production, shall become immediately due and payable. In the event

of any such breach by Advertiser or Advertising Agency, AV shall be discharged from any obligation to continue to display the Advertiser's copy. 9. In the event a suit for the enforcement of any term of this Agreement, including the collection of any unpaid accounts becomes necessary, Advertising Vehicles the prevailing party right collect all costs of such suit, including reasonable attorney's fees and expenses.

AV shall not be held responsible for shuring advertising displays to Advertiser or Advertising Agency. 10.

This contract is not assignable by the Advertiser, nor may the subject of the advertising be changed without prior written consent of AV. 11.

This agreement and the schedule attached hereto embodies the entire agreement and understanding among the parties relating to the 12 subject matter hereof and supersedes all prior agreements and understandings relating to the subject matter.

Any modification to this agreement shall be made only in writing signed by both parties. 13.

Any bill rendered to the agency and/or Advertiser shall be conclusive as to the correctness of the items therein set forth and shall constitute 14 an account stated unless written objection is made thereto by the agency and /or Advertiser within ten (10) days from the rendering thereof.

15. Late charges of 1.5 % (18% per annum) will be applied to account balances over 30 days. Accounts that are delinquent 45 days may be canceled without advance or written notice.

Payment by Advertiser shall be made pursuant to the terms of the Illinois Local Government Prompt Payment Act.

16. Contract is subject to credit approval and the acceptance of this contract by signature of the advertiser and or agency authorizes AV to request credit information from the Retail Credit Bureau.

Advertiser and/or Advertising Agency, if any, are both individually and severally responsible for payment of the full amount under this 17 contract.

Orders requiring expedited production, shipping or install will incur additional charges. 18

The Agreement is governed by the laws of the State of Ohio, and the parties agree to the jurisdiction of the state courts of Hamilton County Ohio and all litigation arising from this Agreement shall be instituted only in said courts. The laws of the State of Illinois shall apply to the interpretation of and enforcement of this Agreement. Venue for this agreement shall solely be in the courts of the Twelfth Judicial Circuit, Will

CREDIT CARD CHARGES. Due to the rising costs of credit card fees, a 3% fee will be added to any and all credit card fees. There is no additional fee for payments paid with checks or ACH.



10810 Kenwood Road, Cincinnati, OH 45242 Ph 513-554-4703



October 28, 2020

Ref: Contract No. 230989 - Advertising Services (buses, shelters and website)

To whom it may concern:

Pace, the Suburban Bus Division of the Regional Transportation Authority, has a contract with Adsposure to sell and display the following advertising: static (printed) ads on Pace bus exteriors, static ads on Pace bus interiors and static ads in Pace-owned bus stop shelters, and digital ads on the PaceBus.com website.

The Pace/Adsposure contract is valid until September 30, 2026.

If you have any questions or need further information about Pace's contract with Adsposure, please contact me at 847.228.4264 or douglas.sullivan@pacebus.com.

Sincerely,

Duglan Sullwan

Doug Sullivan Manager, External Relations



EMPLOYEES

NEW	DATE	COMPENSATION
Annamariah Cajigas	5/30/23	<u></u>
BH	0,00,20	
Mental Health Counselor II		
Brianna Stelmaszek	6/12/23	
BH		
Mental Health Counselor II		
Cecillia Durniat	6/26/23	
CHC		
Reimbursement Specialist I		
Virginia Rodriguez	6/12/23	
BH		
Mental Health Counselor II	0/00/00	
Renee Martinez	6/26/23	
CHC Detionst Descintration Clark		
Patient Registration Clerk Chandra McElrath	6/26/23	
CHC	0/20/23	
Medical Secretary		
Michelle Espinosa	6/26/23	
CHC	0/20/20	
Reimbursement Specialist		
Talecia Bradley	6/26/23	
CHC		
Director of Nursing		
Rhonda Griffin*	7/10/23	
CHC		
CMA OB		
Monique Johnson*	7/10/23	
CHC		
Patient Registration Clerk	7/40/00	
Faye Parise*	7/10/23	
EH		
EH Assistant Erica James*	7/10/23	
BH	1/10/23	
Mental Health Counselor II		
CONTRACTUAL		
Dr. Balin Durr	1/30/23	
CHC		
Psychiatrist		
Dr. Pranjali Vadgaonkar	6/30/23 to 6/29/25	
CHC		
OB/ GYN		
Katherine Faber*	8/7/23 to 8/6/26	
CHC		
Dentist		

OTHER			
Anusha Khapekar CHC	6/1/23	Bilingual Stipend	
Pediatrician		Dinigual Caporia	
Cynthia Vera	6/1/23		
CHC		Bilingual Stipend	
OB/GYN			
Efrain Flores	6/1/23		
CHC Pediatrician		Bilingual Stipend	
Marisa Ruiz	6/1/23		
CHC		Bilingual Stipend	
Family Nurse Practitioner			
Tracy Vera	6/1/23		
CHC Pediatrician		Bilingual Stipend	
Veronica Arauz	6/1/23		
CHC	0, 1120	Bilingual Stipend	
OB/GYN		5 1	
PROMOTION(s)			
Marjorie Berducido	6/12/23		
FHS			
Reimbursement Specialist II (from Rei			
Katie Schaefers Admin	6/12/23		
Finance & Grants Management Coord	inator (from Staff Accountant)		
Michelle Budzinski	6/26/23		
CHC			
Administrative Assistant to CHC CEO (from Administrative Assistant to DON)			
RESIGNATION(s)			
Renee Foster-Mc Farland	5/12/23		
CHC			
Director of Nursing	04000		
Amanda Barrios BH	6/16/23		
Mental Health Counselor III			
Maurice Leggins	5/30/23		
BH			
Medical Secretary			
Amanda LeMay CHC	9/4/23		
Advanced Practice Nurse			
Advanced Fractice Hurse			
<u>RETIREMENT(s)</u>			
Nancy Hanus-Bowden	6/30/23		
BH Montal Haalth Courseler III			
Mental Health Counselor III Kathy Paul	7/26/23		
FHS	.,_0,_0		
CD Investigator II			
Greg Krantz	7/31/23		
FHS Staff Nurse III			

TEMPORARY Lauryn Glossett Admin	6/7/23
HR Intern Tamra Peppler	6/10/23
BH Temporary Billing Trainer Kathy Brown	6/26/23
Administration Health Navigator Tia Funches	6/26/23
Administration Health Navigator	
Mark Skelton BH Psychiatry Doctoral Student Intern	8/21/23

Approved:

Billie Terrell, PhD, ACSW, President, Board of Health

Date

Recommended:

Elizabeth Bilotta, Executive Director, WCHD

Date