

AGENDA

**WILL COUNTY BOARD OF HEALTH MEETING
WILL COUNTY HEALTH DEPARTMENT
501 ELLA AVENUE
JOLIET, IL 60433
CONFERENCE ROOM 1005A / 1005B
January 17, 2024– 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.*

- I. Call to Order/Roll Call.....3:00p.m.
- II. Pledge of Allegiance to the Flag
- III. President’s Comments
- IV. Executive Director’s Comments
Recognitions
- V. Public Comment for Agenda Items Only – **Discussion**
- VI. Approval of Minutes
December 20, 2023, Regular Session – **Motion** (pgs. 1-6)
December 20, 2023, Executive Session - **Motion**
- VII. Treasurer’s Report & Department Financial Reports
November 30, 2023 – **Discussion** (pgs. 7-8)
December 31, 2023 – **Motion** (pgs. 9-12)
- VIII. Reports from Divisions (pgs. 13-39)
Division Statistical Reports – **Discussion** (pgs. 40-43)
- IX. Old Business
- X. New Business
WCHD Security Risk Assessment Presentation (ITT) – **Discussion** (pgs. 44-54)
Resolutions # 23-76; #24-01 – #24-04
 1. Resolution #23-76 - Recovery Community Organization (RCO) Appropriation (BH) – **Motion** (pgs. 55-58)
 2. Resolution #24-01 –Eastern Branch Lease Extension (Adm) - **Motion** (pgs. 59-60)
 3. Resolution #24-02 – Renewal of the Maintenance Agreement with Canon Solutions America (Adm) – **Motion** (pgs. 61-70)
 4. Resolution #24-03 - Payment of The FOURCE Media Campaign Activities for February (Adm) – **Motion** (pgs. 71-73)
 5. Resolution #24-04 – Disposal / Recycling of Surplus Items (CHC) - **Motion** (pgs. 74-75)
- XI. Executive Session re: Employment/ Legal Matters – **Motion & Roll Call**
- XII. Board Approval of Personnel Status Report – **Motion** (pgs. 76-77)
- XIII. Board Members’ Concerns and Comments – **Discussion**
- XIV. Public General Comments and Concerns – **Discussion**
- XV. Adjournment – **Motion**



**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
December 20, 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 3:01 p.m., Dr. Terrell, President presiding.

ROLL CALL/ QUORUM PRESENT

MEMBERS PRESENT

Billie Terrell, PhD., ACSW, President
Teena Mackey, Secretary
Edna Brass, MA, BS
Allison Gunnink, MBA, MT-BC
Gary Lipinski, M.D. arrived @ 3:26pm
Silvio Morales, M.D.
Annette Parker
Pamela Robbins
Dr. Soderquist, D.D.S.

MEMBERS ABSENT

Chief Paul Hertzmann, Vice Chairman
Natalie Coleman
Chief Carey

STAFF PRESENT

Elizabeth Bilotta, Executive Director, Administration
Mary Kilbride, Executive Assistant, Administration
Denise Bergin, Assistant Executive Director, Administration
Diane Scruggs, Director of Behavioral Health
Dr. Kathleen Burke, Program Coordinator, Behavioral Health
Mary Maragos, CEO, Community Health Center
Dr. Jennifer Byrd, CMO, Community Health Center arrived @ 3:55pm
Cindy Jackson, Director of Administrative Services
Sean Connors, Director of Environmental Health
Georgia VanderBoegh, Director of Family Health Services
Katie Weber, Emergency Response Coordinator, Administration
Anthony Melei, Director of Information Technology, Administration
Stacey Knack, Director of Human Resources, Administration
Dr. Robert Dutton, Health Equity Manager, Administration
Kendra Smith-Coleman, Program Coordinator, Family Health Services
Caitlin Daly, Program Manager, MAPP/Community Planning, Family Health Services
Kathleen Harkins, Community Outreach & Marketing Coordinator, Community Health Center
Heather Forbes, Front Office/Patient Registration Manager, Community Health Center
Aishwarya Balakrishna, Community Health Educator II, Family Health Services
Armando Reyes, Compliance Officer, Administration
Rita Slechter, Healthworks Program Manager, Family Health Services
Ted Strejcek, Information Technology Specialist, Administration
Sylvia Muniz, Assistant Division Director, Family Health Services
Karen Sitar-Nawa, Program Manager, Family Health Services
Trisha Kautz, Director of Lab Operations, Environmental Health
Justin McClain, Public Health Promotion Specialist, Family Health Services
Alpesh Patel, Program Coordinator, Family Health Services
Magda Lara, Staff Nurse, Family Health Services
Betsy Cozzie, Program Coordinator, Family Health Services

OTHERS PRESENT

Dan McGrath, Assistant State’s Attorney
Alan Dyche, Representing Governing Council
Marie Lindsey, Representing Governing Council

A quorum was met.

PLEDGE OF ALLEGIANCE

PRESIDENT’S COMMENTS

Dr. Terrell wished all in attendance and their families Happy Holidays.

EXECUTIVE DIRECTOR’S COMMENTS

- Ms. Bilotta thanked the hard working and dedicated Will County and Community Health Center staff members for all the accomplishments that have been done this year and the successes that will be coming in 2024.
- Ms. Bilotta wished everyone and their families a Happy Holiday and New Year and asked that everyone continue to stay safe during the holidays.
- Door decorating contest winner will be shown later in this meeting.
- Ms. Bilotta announced that Anthony Melei will be retiring in June 2024.

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY – NONE

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve the November 15, 2023, Regular meeting minutes as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Brass
SECONDER:	Dr. Lipinski
AYES:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
ABSTAIN:	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 November 2023. The Board of Health moved to approve the Treasurer’s Report and Department Financial Reports for the month of November 2023 as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Gunnink
SECONDER:	Dr. Morales
AYES:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
ABSTAIN:	None

REPORTS FROM DIVISIONS

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

Dr. Dutton – Health Equity Manager (Presented Reports for the month of November)

- Dr. Dutton spoke about the approximate 157 Asylum Seekers that arrived in University Park. There is a Community Wellness and Resource Fair taking place between 1/16-1/18 in University Park. Dr. Dutton asked for clothing, food, and household items to donate.
 - * Ms. Parker requested that a digital copy of the flyer be sent to her.
 - * Dr. Terrell asked if there is a drop off center for clothing? Dr. Dutton will look into this further.

Ms. Daly – Program Manager, MAPP/Community Planning (Presented Reports for the month of November)

- Ms. Daly presented an updated map showing micro food pantries, community gardens, and summer feeding programs, and pop up markets.
- Ms. Daly provided updates on each MAPP Action team.

- In BH, they are talking stigma campaign as well as the Illinois Opioid Settlement monies.
- With the Built Environment team, a roundtable discussion took place regarding Homelessness & Healthcare.
 - * *Ms. Gunnink spoke about serious illness and limited access to hospice care.*

Dr. Burke – Substance Use Initiatives (Presented Reports for the month of November)

Dr. Burke provided recaps of the items in her report including:

- Schools need to have Narcan on site by 1/1/2024.
- Our opioid deaths have decreased this year.
- The micro pantries have Narcan in them.

Ms. Scruggs – Director of Behavioral Health (Presented Reports for the month of November)

- A power point was shown regarding the CARF accreditation results.
 1. We are very proactive with our workflow improvement.
 2. We are strong in documentation, communication, and accountability.
 3. The culture of the HD is very welcoming, enthusiastic, and helpful.
 4. The organizations leadership is driven. They are dedicated to providing good service.
 5. Our ability to transition to electronic health record.
 6. Community stakeholders. They are extremely satisfied with our services.
- Recommendations for improvement were also presented.
- We became accredited with the APA which expands our services at a higher level. We've received numerous BH doctoral student applications.
- Most of the vacant positions in BH have been filled.

Ms. Maragos – Chief Executive Officer, Community Health Center (Presented Reports for the month of November)

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

- We received an award of recognition from HRSA for being top 10% of FQHC's that provided COVID-19 vaccinations and/or COVID-19 diagnostic testing to the largest proportion of active health center patients.
- The CHC is asking for a change of scope to remove audiology from our list of services. Considering our upcoming HRSA site visit, we want to stay compliant with an up-to-date list of services within our scope.
- Next month, the Strategic Plan will be presented to the BOH.
- Three (3) mental health APRN's will be joining CHC.
 - * *Dr. Lipinski wanted to confirm that the hearing screening is not needed for accreditation of the center? Ms. Maragos stated that it is not.*
 - * *Ms. Mackey asked where would a patient go for hearing screening? Ms. Maragos stated the Health Department used to provide this service but now they need to work with their provider or school.*
 - * *Ms. Brass questioned if we could look into getting this service back at a later date? Ms. Maragos stated one of the reasons we are removing them at this time is patients were not coming to the screenings.*

Dr. Jennifer Byrd – Chief Medical Officer, Community Health Center (Presented Reports for the month of November)

- Dr. Byrd was not in attendance at the time her report was shown but when she arrived Dr. Terrell asked the BOH members if anyone had questions.

Mr. Conners – Director of Environmental Health (Presented Reports for the month of November)

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

- Mr. Conners spoke of the recall for cantaloupe. One individual in Will County was affected by this.
- Mr. Conners spoke about Wanabana and that some of these products are still on the shelves and still being shipped to stores.
 - * *Dr. Terrell asked where to dispose of medication? Ms. Bilotta stated that we are hoping our new pharmacy will accept old medication. Ms. Jackson stated that Walmart and Meijer's will also accept old medication-there is a bin outside of the stores pharmacy.*
 - * *Ms. Brass questioned if the Wanabana is the product that had been on the news and possibly poisoned? Mr. Conners stated he believes this might be the product.*

Ms. Muniz – Assistant Director, Family Health Services Division (Presented Reports for the month of November)

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

- WIC staff adopted teen moms at Joliet High School and donated car seats for those moms in need.
 - * *Ms. Brass asked how we are doing from year to year? Is there any data? Ms. Muniz stated their caseload has increased. Ms. Muniz did not have those numbers on hand but could get it if needed. Ms. Bergin stated we are the only WIC program in Will County. We have a caseload of almost 9000 clients.*

Mr. Patel – Program Coordinator, Family Health Services

- Mr. Patel stated we are still seeing a spike in COVID but not as bad as in the past and also seeing less deaths.
- There is no shortage of vaccines. There is no shortage of accessibility.
- Mr. Patel spoke of promoting vaccinations, good hygiene and to protect yourself.
 - * *Dr. Lipinski questioned why there is such a low rate of RSV vaccines being given out? Mr. Patel stated people are not asking for it.*
 - Ms. Sitar, Immunization Program Manager, stated that we started receiving the RSV vaccine in the last couple of months. We are trying to get the public to check with their provider to determine if it is safe for them.*
 - * *Dr. Terrell questioned if we were providing the shingle vaccine? Mr. Patel stated we are providing shingle vaccine.*

Ms. Weber – Emergency Preparedness and Response (EP&R) Coordinator (Presented Reports for the month of November)

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

- Ms. Weber stated we currently have 40+ COVID tests on hand. They expire at the end of the year.
- The last box of Binax was handed out today. We will be ordering more after the holidays.

Mr. Juday – Media Services Manager (was not in attendance)

- Mr. Juday’s News Release was shown on the screen.

OLD BUSINESS

Decorating Contest and announcement:

1. First Place winner was Communicable Disease
2. Second Place winner was FHS Administration
3. Third Place winner was Child & Adolescent BH

NEW BUSINESS

Resolutions #23-71 – #23-78

RESOLUTION #23-71 APPROVAL TO ENTER INTO A STAFFING AGREEMENT WITH KELLY SERVICES, INC FOR THE ASSIGNMENT OF TEMPORARY STAFF

Ms. Knack spoke about the FY2024 need for temporary agency staff.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mackey
SECONDER:	Ms. Parker
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

RESOLUTION #23-72 APPROVAL OF THE YEAR 3 RENEWAL OF THE CITRIX SERVICES AND LICENSE SUBSCRIPTION AGREEMENT

Mr. Melei stated this is the 3rd year of this agreement for Citrix. More cloud-based desktops with Citrix are planned, utilizing some of the older PC’s so we don’t need to purchase new ones.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Morales
SECONDER:	Ms. Gunnink
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

RESOLUTION #23-73 APPROVAL OF PAYMENT FOR MEDIA CAMPAIGN ACTIVITIES

Ms. Muniz stated this is payment for the Fource for expenses related to our campaign in December.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Brass
SECONDER:	Ms. Mackey
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
ABSTAIN:	None

RESOLUTION #23-74 APPROVAL OF PAYMENT FOR MEDIA CAMPAIGN ACTIVITIES

Ms. Muniz stated that this invoice from the FOURCE is for services for the month of January.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Gunnink
SECONDER:	Ms. Mackey
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

RESOLUTION #23-75 APPROVAL TO ENTER INTO A TELEPSYCHIATRY CONSULTING AGREEMENT WITH IN TOUCH PHYSICIANS, LLC DBA IMPACT TELEPSYCHIATRY

Ms. Scruggs spoke of the conversation taking place with Impact to help with the lack of Psychiatry in the BH department. They have been very cooperative with us. They are able to provide us with local Psychiatry Telehealth and some in person to fill the gap now and in the future.

* Ms. Bilotta spoke of a previous company that had been brought to the board for approval but we were unable to come to an agreement with the previous company. That contract was not executed.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Lipinski
SECONDER:	Dr. Morales
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

RESOLUTION #23-76 APPROVAL TO TABLE THE RECOVERY COMMUNITY ORGANIZATION APPROPRIATION.

Ms. Bergin and Dr. Burke spoke of starting this project in FY23. We're going to wait to appropriate in FY24 until all bills are paid from FY23.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Morales
SECONDER:	Dr. Soderquist
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

RESOLUTION #23-77 APPROVAL TO SURPLUS EQUIPMENT

Ms. Bilotta spoke of the unused refrigerators that are no longer in working order.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Gunnink
SECONDER:	Ms. Mackey
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

RESOLUTION #23-78 APPROVAL OF THE PURCHASE OF COMPUTER AND TECHNOLOGY EQUIPMENT FOR THE RECOVERY COMMUNITY ORGANIZATION PROJECT

Dr. Burke spoke of the electronic items that will be used in the community center for people wanting to do their resumes. The computers will be used for staffing personnel as well as the public.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mackey
SECONDER:	Ms. Gunnink
YEAS:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

* Ms. Brass asked us to confirm that we are not in partnership with the township. Dr. Burke stated the township has worked with us to identify a location for the RCO. The RCO and the township will create a lease and we will then step aside.

APPROVAL TO GO INTO EXECUTIVE SESSION AT 4:23pm

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mackey
SECONDER:	Dr. Lipinski
AYES:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

APPROVAL TO COME OUT OF EXECUTIVE SESSION AT 4:47pm

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Gunnink
SECONDER:	Ms. Mackey
AYES:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

APPROVAL OF PERSONNEL STATUS REPORT

Personnel Status Report was discussed. The Board approved all personnel changes for the Will County Health Department for the month of December.

* Ms. Robbins spoke of workplace violence. Further discussion took place.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Lipinski
SECONDER:	Dr. Soderquist
AYES:	Dr. Terrell, Ms. Mackey, Ms. Brass, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Ms. Parker, Ms. Robbins, Dr. Soderquist
NAYS:	None

BOARD MEMBERS' COMMENTS/CONCERNS

* Ms. Brass requested that Dr. Byrd always be asked to present her BOH reports at all meetings.

PUBLIC CONCERNS AND COMMENTS – NONE

ADJOURNMENT

A **motion** was made by Ms. Robbins to adjourn the meeting at 5:00pm and **seconded** by Dr. Soderquist.

By: _____
Teena Mackey, Secretary
Will County Board of Health

By: _____
Mary Kilbride, Executive Assistant
Will County Health Department

Will County Health Department

FY 2023

Budget Comparison - Revenue Twelve Months Ending November 2023

Revenue	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Revenue</u>	<u>Target - 100% Percent Realized</u>
Property Taxes	11,015,000.00	11,015,000.00	10,965,943.56	99.55%
Intergovernmental Grants & Contracts				
Administration	1,860,302.00	1,979,704.00	2,664,467.75	134.59%
Emergency Preparedness and Response	398,013.00	419,333.00	377,642.51	90.06%
Environmental Health	1,020,068.00	1,020,068.00	586,431.94	57.49%
Behavioral Health	2,214,170.00	2,416,287.00	1,240,814.51	51.35%
Family Health Services	4,038,495.00	4,756,300.00	4,163,172.74	87.53%
Community Health Center	4,119,216.00	4,290,801.00	3,887,526.40	90.60%
	<u>13,650,264.00</u>	<u>14,882,493.00</u>	<u>12,920,055.85</u>	<u>86.81%</u>
Licenses, Permits & Charges for Services				
Administration	246,500.00	246,500.00	191,671.95	77.76%
Environmental Health	1,836,000.00	1,836,000.00	1,882,036.70	102.51%
Behavioral Health	3,076,054.00	3,076,054.00	3,252,159.58	105.73%
Family Health Services	292,300.00	292,300.00	310,118.40	106.10%
Community Health Center	6,137,310.00	6,137,310.00	6,204,466.95	101.09%
	<u>11,588,164.00</u>	<u>11,588,164.00</u>	<u>11,840,453.58</u>	<u>102.18%</u>
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	-	0.00%
Expense Recovery	-	-	28,696.25	-
CHC Other: MCO Capitation, Performance	46,800.00	46,800.00	40,314.25	86.14%
Anticipated New Revenues	4,000,000.00	2,777,771.00	-	-
Funds On Hand	1,706,439.00	1,696,439.00	-	-
	<u>5,762,139.00</u>	<u>4,529,910.00</u>	<u>70,410.50</u>	<u>1.55%</u>
Transfers In	300,000.00	300,000.00	300,000.00	-
Total Revenue	<u>42,316,067.00</u>	<u>42,316,067.00</u>	<u>36,096,863.49</u>	<u>95.39% *</u>

* Total Revenue used for Revenue Performance % 36,609,628.00 37,841,857.00
Less: Anticipated New Revenues and Funds on Hand

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

Will County Health Department

FY 2023

Budget Comparison - Expenditures Twelve Months Ending November 2023

	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Remaining Budget</u>	<u>Target - 92% Percent Used</u>
Expenditures						
Personnel - Salaries						
Administration	2,605,691.00	2,693,657.00	2,611,000.59	-	82,656.41	96.93%
Emergency Preparedness and Response	276,129.00	276,129.00	274,850.37	-	1,278.63	99.54%
Environmental Health	1,587,337.00	1,587,337.00	1,482,449.63	-	104,887.37	93.39%
Behavioral Health	4,933,460.00	4,995,048.00	3,443,634.04	-	1,551,413.96	68.94%
Family Health Services	4,469,909.00	4,698,021.00	4,163,368.90	-	534,652.10	88.62%
Community Health Center	8,083,233.00	8,043,983.00	6,895,286.01	-	1,148,696.99	85.72%
Total Personnel - Salaries	<u>21,955,759.00</u>	<u>22,294,175.00</u>	<u>18,870,589.54</u>	-	<u>3,423,585.46</u>	<u>84.64%</u>
Personnel - Benefits						
Administration	1,052,807.00	1,075,143.00	993,761.52	-	81,381.48	92.43%
Emergency Preparedness and Response	113,036.00	113,036.00	108,910.76	-	4,125.24	96.35%
Environmental Health	813,178.00	813,178.00	711,883.20	-	101,294.80	87.54%
Behavioral Health	2,023,116.00	2,046,192.00	1,243,394.39	-	802,797.61	60.77%
Family Health Services	2,083,380.00	2,141,182.00	1,824,101.81	-	317,080.19	85.19%
Community Health Center	3,108,575.00	3,117,812.00	2,490,163.65	-	627,648.35	79.87%
Total Personnel - Benefits	<u>9,194,092.00</u>	<u>9,306,543.00</u>	<u>7,372,215.33</u>	-	<u>1,934,327.67</u>	<u>79.22%</u>
Commodities						
Administration	288,165.00	289,330.00	218,513.92	-	70,816.08	75.52%
Emergency Preparedness and Response	9,147.00	20,052.57	20,027.30	-	25.27	99.87%
Environmental Health	187,467.00	203,671.12	203,229.06	(5,729.74)	6,171.80	99.78%
Behavioral Health	112,444.00	138,588.84	74,443.94	-	64,144.90	53.72%
Family Health Services	255,123.00	348,703.00	255,311.77	-	93,391.23	73.22%
Community Health Center	1,739,889.00	1,870,677.74	1,757,904.22	-	112,773.52	93.97%
Total Commodities	<u>2,592,235.00</u>	<u>2,871,023.27</u>	<u>2,529,430.21</u>	<u>(5,729.74)</u>	<u>347,322.80</u>	<u>88.10%</u>
Contractual Services						
Administration	1,126,863.00	1,268,798.00	1,073,042.03	-	195,755.97	84.57%
Emergency Preparedness and Response	27,840.00	38,254.43	38,323.68	-	(69.25)	100.18%
Environmental Health	190,209.00	174,004.88	127,767.85	(449.00)	46,686.03	73.43%
Behavioral Health	1,236,279.00	1,193,587.16	755,105.10	-	438,482.06	63.26%
Family Health Services	239,473.00	577,784.00	482,247.32	-	95,536.68	83.46%
Community Health Center	1,388,103.00	1,448,912.26	1,156,768.02	-	292,144.24	79.84%
Total Contractual Services	<u>4,208,767.00</u>	<u>4,701,340.73</u>	<u>3,633,254.00</u>	<u>(449.00)</u>	<u>1,068,535.73</u>	<u>77.28%</u>
Capital Outlay						
Administration	10,000.00	10,000.00	-	-	10,000.00	-
Community Health Center	355,214.00	355,214.00	345,869.22	-	9,344.78	97.37%
Total Capital Outlay	<u>365,214.00</u>	<u>365,214.00</u>	<u>345,869.22</u>	-	<u>19,344.78</u>	<u>94.70%</u>
Other Expenditures - Anticipated New						
Administration	4,000,000.00	2,777,771.00	-	-	2,777,771.00	-
Total Expenditures	<u>42,316,067.00</u>	<u>42,316,067.00</u>	<u>32,751,358.30</u>	<u>(6,178.74)</u>	<u>9,570,887.44</u>	<u>82.83% *</u>
* Total Exp for Expense Performance %	38,316,067.00	39,538,296.00	-	-	-	-
Less: Anticipated New Expenses	-	-	-	-	-	-

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

Will County Health Department

FY 2024

Balance Sheet

One Month Ending December 2023

	Beg Bal	End Bal	
	<u>12/1/2023</u>	<u>12/31/2023</u>	<u>Change</u>
Assets			
Cash and cash equivalents	659,928.43	(290,105.67)	(950,034.10)
Investments	15,500,000.00	15,500,000.00	-
Receivables	1,588,250.22	640,895.14	(947,355.08)
Total Assets	<u>17,748,178.65</u>	<u>15,850,789.47</u>	<u>(1,897,389.18)</u>
Liabilities			
Payables	465,101.99	279,831.84	(185,270.15)
Due to	89.14	-	(89.14)
Unearned revenue	806,691.03	1,200,597.03	393,906.00
Equity			
Fund Balance	16,476,296.49	14,370,360.60	(2,105,935.89)
Total Liabilities & Equity	<u>17,748,178.65</u>	<u>15,850,789.47</u>	<u>(1,897,389.18)</u>

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

Will County Health Department

FY 2024

Change in Cash

One Month Ending December 2023

	Dec 2023	Total
Cash and Cash Equivalents		
Beginning Balance**	659,928.43	659,928.43
Deposits	1,775,637.94	1,775,637.94
Loan from Corporate	-	-
AP Payments	(1,125,384.04)	(1,125,384.04)
Payroll	(1,600,198.86)	(1,600,198.86)
Investment Maturity/(Additions)	-	-
Prior Period Due To	(89.14)	(89.14)
Ending Balance	(290,105.67)	(290,105.67)
Investments		
Beginning Balance	15,500,000.00	15,500,000.00
Additions to Investments*	-	-
Maturities*	-	-
Ending Balance	15,500,000.00	15,500,000.00
Total Cash and Investments	15,209,894.33	15,209,894.33

* Investments are updated retrospectively.

Note: These amounts may change during the outside audit, according to accounting guidelines.
Beginning balance total different from prior report due to timing of AP posting.

Will County Health Department

FY 2024

Budget Comparison - Revenue One Month Ending December 2023

Revenue	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Revenue</u>	<u>Target - 8.3%</u> <u>Percent Realized</u>
Property Taxes	11,015,000.00	11,015,000.00	10.19	0.00%
Intergovernmental Grants & Contracts				
Administration	1,430,389.00	1,430,389.00	-	-
Emergency Preparedness and Response	417,509.00	417,509.00	-	-
Environmental Health	1,275,963.00	1,275,963.00	-	-
Behavioral Health	2,042,017.00	2,042,017.00	-	-
Family Health Services	3,945,574.00	3,945,574.00	-	-
Community Health Center	3,247,318.00	3,247,318.00	-	-
	<u>12,358,770.00</u>	<u>12,358,770.00</u>	-	0.00%
Licenses, Permits & Charges for Services				
Administration	237,000.00	237,000.00	7,508.00	3.17%
Environmental Health	1,936,000.00	1,936,000.00	404,660.00	20.90%
Behavioral Health	3,076,054.00	3,076,054.00	233.00	0.01%
Family Health Services	185,000.00	185,000.00	1,420.00	0.77%
Community Health Center	6,750,030.00	6,750,030.00	20,215.67	0.30%
	<u>12,184,084.00</u>	<u>12,184,084.00</u>	434,036.67	3.56%
Fines and Forfeitures	500.00	500.00	-	-
Miscellaneous Revenues				
Rental Income	11,400.00	11,400.00	-	-
Donations/Fundraiser	450.00	450.00	-	-
CHC Other: MCO Capitation, Performance	33,800.00	33,800.00	330.00	0.98%
Anticipated New Revenues	4,000,000.00	4,000,000.00	-	-
Funds On Hand	1,453,534.00	1,453,534.00	-	-
	<u>5,499,184.00</u>	<u>5,499,184.00</u>	330.00	0.01%
Transfers In	2,750,000.00	2,750,000.00	-	-
Total Revenue	<u>43,807,538.00</u>	<u>43,807,538.00</u>	<u>434,376.86</u>	<u>1.13% *</u>
* Total Revenue used for Revenue Performance %	38,354,004.00	38,354,004.00	-	
Less: Anticipated New Revenues and Funds on Hand				

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

Will County Health Department

FY 2024

Budget Comparison - Expenditures One Month Ending December 2023

Expenditures	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Expenditures</u>	<u>Encumbrances</u>	<u>Remaining Budget</u>	<u>Target - 8.3% Percent Used</u>
Personnel - Salaries						
Administration	2,745,729.00	2,745,729.00	212,271.22	-	2,533,457.78	7.73%
Emergency Preparedness and Response	304,119.00	304,119.00	23,346.98	-	280,772.02	7.68%
Environmental Health	1,804,844.00	1,804,844.00	125,019.83	-	1,679,824.17	6.93%
Behavioral Health	5,220,514.00	5,220,514.00	309,733.64	-	4,910,780.36	5.93%
Family Health Services	4,576,454.00	4,576,454.00	337,852.18	-	4,238,601.82	7.38%
Community Health Center	8,602,309.00	8,602,309.00	591,975.01	-	8,010,333.99	6.88%
Total Personnel - Salaries	23,253,969.00	23,253,969.00	1,600,198.86	-	21,653,770.14	6.88%
Personnel - Benefits						
Administration	1,040,640.00	1,040,640.00	82,117.30	-	958,522.70	7.89%
Emergency Preparedness and Response	115,368.00	115,368.00	9,012.93	-	106,355.07	7.81%
Environmental Health	854,243.00	854,243.00	60,221.32	-	794,021.68	7.05%
Behavioral Health	2,140,242.00	2,140,242.00	110,153.30	-	2,030,088.70	5.15%
Family Health Services	1,974,132.00	1,974,132.00	148,796.98	-	1,825,335.02	7.54%
Community Health Center	3,190,857.00	3,190,857.00	203,825.69	-	2,987,031.31	6.39%
Total Personnel - Benefits	9,315,482.00	9,315,482.00	614,127.52	-	8,701,354.48	6.59%
Commodities						
Administration	290,158.00	290,158.00	775.58	-	289,382.42	0.27%
Emergency Preparedness and Response	8,770.00	8,770.00	-	-	8,770.00	-
Environmental Health	306,501.00	306,501.00	-	-	306,501.00	-
Behavioral Health	134,871.00	135,256.00	-	-	135,256.00	-
Family Health Services	302,343.00	302,343.00	-	-	302,343.00	-
Community Health Center	2,012,370.00	2,012,370.00	58,991.19	-	1,953,378.81	2.93%
Total Commodities	3,055,013.00	3,055,398.00	59,766.77	-	2,995,631.23	1.96%
Contractual Services						
Administration	1,167,519.00	1,297,519.00	189,060.96	-	1,108,458.04	14.57%
Emergency Preparedness and Response	46,211.00	46,211.00	104.15	-	46,106.85	0.23%
Environmental Health	185,335.00	185,335.00	7,733.82	-	177,601.18	4.17%
Behavioral Health	1,024,556.00	894,171.00	39,222.06	-	854,948.94	4.39%
Family Health Services	252,324.00	252,324.00	3,350.93	-	248,973.07	1.33%
Community Health Center	1,497,130.00	1,497,130.00	26,747.68	-	1,470,382.32	1.79%
Total Contractual Services	4,173,075.00	4,172,690.00	266,219.60	-	3,906,470.40	6.38%
Capital Outlay						
Administration	10,000.00	10,000.00	-	-	10,000.00	-
Other Expenditures - Anticipated New						
Administration	4,000,000.00	4,000,000.00	-	-	4,000,000.00	-
Total Expenditures	43,807,539.00	43,807,539.00	2,540,312.75	-	41,267,226.25	6.38% *
* Total Exp for Expense Performance %	39,807,539.00	39,807,539.00	-	-	-	-
Less: Anticipated New Expenses	-	-	-	-	-	-

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



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

POLICY UPDATES

In December, the agency FOIA Policy and the Hazard Communications Plan was updated.

FACILITY UPDATES

501 Ella:

Parking Lot Lighting: We have had five lights in the parking lot that are out, making it very dark at night in certain areas. As soon as we were aware of the issue, we began to work with the facilities department to get the lights fixed. Per the Facilities Department, the vendor who will be fixing the lights is waiting on brackets that are needed to repair the lights. Several of the lights have been repaired to date and the rest should be repaired in the near future.

CHC:

Painting and Flooring: In FY23, the county dedicated \$100,000 for painting and new flooring. These funds were dedicated to improvements in the main lobby and OB Suite at the CHC. The painting work started on Dec. 1 and will be finished in early January of 2024. The flooring has been ordered and will be installed in the OB suite in January.

2024 Capital Improvement Projects (CIP): The CHC Call Center Modernization CIP project was approved by the County Board in the FY24 budget for \$381,047. To prepare for the Call Center Modernization Project, we have to clean out the CHC Medical Records room on the lower level. The CHC lower-level medical records room, where old paper medical records are stored, will be reconstructed into a Call Center for the Health Center. As of December 8th, a total of 980 boxes of medical records were moved to the Will County Records Management (RM) Facility. The RM staff will work on archiving the records for future electronic access. We will continue to clean out that area of the building. There are still about 200 boxes worth of medical records that need to be boxed and sent to RM. We hope to meet with the County Facilities Department in January to begin working on bids for the call center buildout.

EBO:

The lease for the Eastern Branch expires on 12/31/2024. A four-year Lease Amendment is being proposed and will extend the current expiration of the lease (12/31/2024) to a new expiration date of December 31, 2028 (an additional four years).

NBO:

Continuing our search for a space in Bolingbrook for the North Branch Office. We have reached out to the Village of Bolingbrook Co-Administrator for assistance in finding potential spaces to lease in the village.

SAFETY UPDATE

Hazard Communication Plan: The Hazard Communication plan was updated and emailed to all staff in December. We are finalizing the new version of the Safety Data Sheets excel database for all Agency hazardous chemicals.

Safety & Risk Reduction Officer, Carol Ricken, moved into a new position in BH as the Performance Quality Improvement Coordinator in December. We will hire a replacement. The Safety Officer position was posted in December. In the meantime, Carol is continuing to assist with providing new employee safety training and is working on completing the Infection Control Plan for the agency.

Compliance BOH Report – provided by Armando Reyes, Compliance Officer

- Working with ITT for all WCHD Policies and Procedures to be centralized in the Human Resources SharePoint site to be accessible to all staff by divisions in the interim until a standalone site is established.
- Working with ITT on developing an electronic universal consumer complain process for the Health Department:
 - a. Design a process to capture and address all consumer formal complaints for the Health Department. The complaints will be submitted through our own in-house developed web form or an online web form. Users will be able to fill out the form through the Will County Health website.
 - b. Establish an expedited follow-up process for the complaints.
 - c. Develop process to resolve the complaints.
 - d. Ensure that action will not result in retaliation or barriers to services.
 - e. Track and analyze complaints to implement improvement initiatives to address trends. This will be done by capturing the information and storing it in a private SharePoint site dedicated to Complaints and Incidents. Power-Bi and Microsoft Excel will be used for analysis.
 - f. Verify that the complaint process is effective.
 - g. Include accessibility options: WCHD Website/QR Code/hard copy.
 - h. There will be a Spanish version of the form.
- Planning a Critical Incident Report (CIR) training for Division of Behavioral Health for the February staff meeting.
- Closing out all CIR's for calendar year 2023 to provide analyzed data and trends for February's BOH meeting.
- Coordinating an initial Succession Plan work group for all Key Leadership positions to address the following Reference/Guidelines -CARF Standards Succession Planning:
 - a. Future workforce needs
 - b. Identification of key positions
 - c. Identification of the competencies required by key positions.
 - d. Review of talent in the current workforce
 - e. Identification of workforce readiness
 - f. Gap analysis

In the long term, succession planning strengthens the overall capability of the organization by: Identifying critical positions and highlighting potential vacancies; Selecting key competencies and skills necessary for business continuity; Focusing development of individuals to meet future workforce needs.
- Planning for Compliance Advisory Group to meet in February 2024

Finance - BOH Report – provided by Katie Schaefers, Finance & Grants Mgmt. Coordinator

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

1. State Fiscal Year 2024 grant agreements continue to be executed as issued by the state. All continuing Department of Human Services (IDHS) and the majority of Department of Public Health (IDPH) grant contracts have been submitted. State Fiscal Year 2024 began July 1, 2023.
2. We are working to properly capture and record all Fiscal Year 2023 revenue during the lapse period.
3. We are completing mid-year budget performance reviews of the State Fiscal year 2024 grants. Budget revisions will be completed as necessary to ensure grant funds are fully expended by June 30, 2024.

Health Equity BOH Report – provided by Robert E.F. Dutton Ph.D., Health Equity Manager

The Will County Health Department in conjunction with the Activating Relationships in Illinois for Systematic Equity (ARISE) Coalition participated in 9 community engagement events for the month of December, passing out over 1,500 COVID-19 test kits and PPE supplies. The ARISE Coalition distributed 1,000 Christmas food boxes in Joliet.

Due to the influx of asylum seekers arriving in Will County, we identified a group of 187 migrants that arrived in Southwest Chicago in January 2023, and then transported to University Park. These migrants were placed in shelters for 3-6 months awaiting assignments to case workers for housing assistance and registration. Currently, they are being housed at Maple Leaf apartments in University Park and other locations throughout the surrounding area. The WCHD Equity Team put together a committee to address the immediate need for assistance and provide resources to this community of asylum seekers. Currently, the funding for housing assistance and proper documentation for these migrants is privately donated by Catholic Churches and other charitable organizations. But there is still much more work that needs to be done. WCHD put together a plan to create a community engagement event (Community Wellness & Resource Fair), which will be held on January 16-18th from 10am – 1pm. We have initiated clothes and coat drives at the WCHD main office, satellite offices and the CHC. Our ARISE Coalition partners, National Hookup of Black Women (NHBW) have donated 50 food boxes (can goods and non-perishable food items) and 50 bags of toiletry items. Holsten Human Capital Development has donated 100 blankets. This 3-day event will provide clothing, household goods, health care screening, and Flu and Chicken Pox vaccinations.

The following resources will be represented at this event:

WCHD & CHC:

- Flu shots
- WIC
- Mobile Dental Unit (Dental Services)
- HIV Prevention
- Narcan

Will Grundy Medical Clinic:

- Blood Pressure Checks
- Chicken Pox Vaccinations

Will County TB Clinic: TB screenings

United Way: Diaper Depot

National Hook-up of Black Women (Joliet Chapter):

- Food Boxes
- Toiletry Bags
- Adult/Infant Diapers

Holsten Human Capital: Blankets

Childcare Resource and Referral Services: Registration (Early Delays)

Diabetes Care Solutions: A1C checks

Warehouse Workers for Justice: Employment opportunities



WCHD Donation Box



National Hook-up of Black Women Food Box Donations

Human Resources BOH Report – provided by Stacey Knack, Human Resources Director
Recruitment Personnel Efforts

We currently have a total of 28 posted positions on our website. Recruitment has increased a great deal since we signed the Collective Bargaining Agreement.

We are excited to have so many people starting and getting our positions filled. Of course, with the new staff, there are challenges, but we are working through them all and maintaining high numbers with applications.

HR is currently assisting the Selections Committee in hiring the new CEO for the Community Health Center, and the process is still pending a new hire.

Yearly Reports

Currently working on yearly reports; one is for the Community Health Center for IPHCA 2024 Compensation Survey; we also have the report for County Treasurer Accrual Reports.

New Laws

Implementing new laws such as change in min. wage to \$14.00 an hour and the Paid Leave for all Workers Act.

ITT BOH Report – provided by Anthony Melei, Director ITT

Risk Assessments (Presentation)

Jillian Carlisle, Information Systems Specialist III, is responsible for the on-going risk assessments of our technology infrastructure. Jillian continually monitors our infrastructure for security risks, by gathering security information from various sources within our infrastructure. She then follows up on the daily alerts and reviews the security reports. We have automated scans of the infrastructure for vulnerabilities.

As part of our overall security posture, we have implemented many levels of security to protect the infrastructure from the device level up to our connections to the Internet. We have additional security services through the State of Illinois', Illinois Century Network, which provides our Internet connection. The Illinois Century Network also monitors our connections and will provide mitigation assistance through their cyber-security team, should we have a breach.

Lastly, we conduct a third-party check of our initiatives. We have utilized Lewis University's and Evolve Academy Cyber-Security interns, guided by Faculty who are Cyber-Security professionals to conduct risk assessments.

NextGen Electronic Health Records Infrastructure

Currently we have OSIS' Health Center Controlled Network (HCCN) to host our NextGen Infrastructure. We have a two-year contract, which ends in the Summer of 2024. As per Will County's procurement and purchasing ordinances, we plan to publish a bid this month for the NextGen Infrastructure hosting, for a three-year contract.

Cireson TikIt Work Order System

We currently use Cireson Service Management portal, for our work order system. The portal is an internal website that interfaces with Systems Center Service Manager. Cireson, has a new product TikIt [Tikit.AI | Microsoft Teams Ticketing System](#) which interfaces with Microsoft Teams and is part of our current subscription with Cireson. We have installed TikIt in our Microsoft Teams environment, and are in the process of configuring it for our users and IT Staff.

The benefit of ticket is that it provides a more interactive approach for our work order system utilizing a TikIt Virtual Agent, Teams Chat, email, and an End-User portal. TikIt utilizes artificial intelligence to respond to requests, by first searching our knowledge base for answers, before creating a work order. The knowledge base is maintained by our IT staff.

Mobilizing for Action through Planning & Partnerships (MAPP) BOH Report – provided by Caitlin Daly, Program Manager

ACTION TEAM

Action Teams continue to meet monthly on Microsoft Teams: **Access to Health Care** on the third Monday from 1:00-2:00pm, **Access to Food and Nutrition** meets on the second Monday from 10:00-11:00am, **Behavioral Health/Substance Use** meets on the fourth Monday from 1:00-2:30pm., and **Stabilizing the Built Environment** meets on the fourth Monday from 10:00-11:00am. Action teams opted not to meet in December due to holidays, vacations, and end-of-year reporting. We resume regular meetings in January.

ADDITIONAL UPDATES

Illinois Project for Local Assessment of Needs (IPlan) is a community health assessment and planning process that is conducted every five years by local health departments in Illinois. The completion of the IPlan fulfills requirements for Local Health Department Certification under Illinois Administrative Code Section 600.400: Certified Local Health Department Code Public Health Practice Standards. The essential elements of IPlan include an organizational capacity assessment, a community health needs assessment, and a community health plan focusing on at least 3 priority health problems. Will County's current iteration of IPlan (2020-2025) expires October 28, 2025, with the next iteration (2025-2030) due to IDPH by August 28, 2025. In December, we notified IDPH in writing (as required) of our intent to start developing the 2025-2030 report. More information will be shared as it's available, stay tuned.

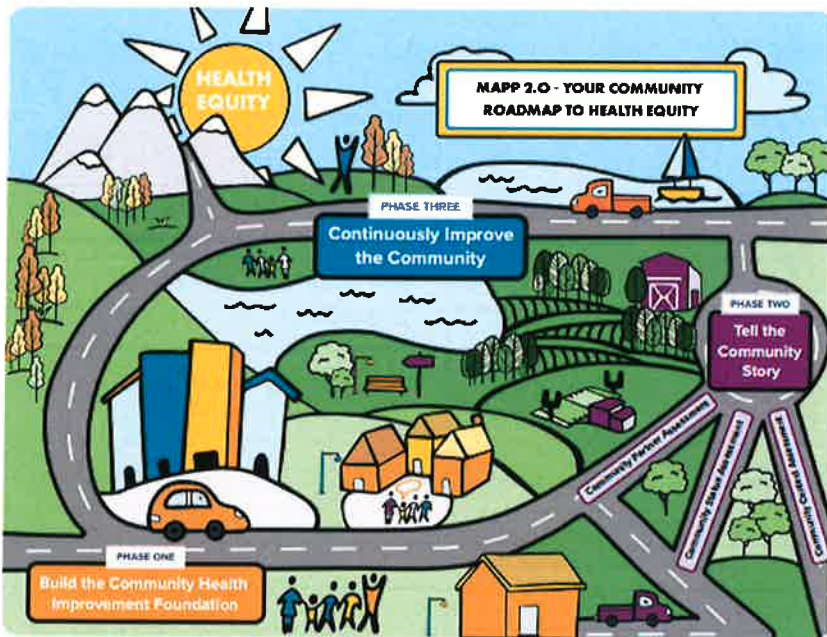
American Rescue Plan Act (ARPA) MAPP was awarded \$799,806 ARPA funding based on a 2022 request to implement a 'Food for All for a Healthier Community' initiative. We've been awaiting the development and approval of a Memorandum of Understanding (M.O.U.) agreement between the Will County MAPP Collaborative and the United Way of Will County, MAPP's Fiscal Sponsor, to be able to formally accept these funds. In December, United Way presented a purposed M.O.U. agreement to MAPP. The Will County State's Attorney Office reviewed and returned the redlined agreement. United

Way accepted the changes and will provide a final agreement for signature. Once signed, the M.O.U. will be sent to Anser Advisory so MAPP's ARPA funds can be released.

Will County's Sixth MAPP/Community Health Improvement Cycle Our community health improvement cycle is reevaluated and renewed every three years. Our fifth (current) iteration began in September 2022, and we anticipate the sixth iteration to kick-off in the Fall of 2025.

The three-year cycle is broken into three phases: (1) Build the Community Health Improvement Foundation, (2) Tell the Community Story, and (3) Continuously Improve the Community (*MAPP 2.0 Roadmap pictured right, outlining the three phases*). Phases one and two are completed leading up to the launch of the new cycle, whereas phase three begins at launch. Phase three is the strategic action phase where we engage community partners in meetings and grassroots initiatives.

Phase One of Will County's sixth MAPP/community health improvement cycle began on December 1, 2023. We're developing a Stakeholders Analysis Table that documents current community partners and analyze the partner's knowledge of, interest in, and power to impact community health improvement efforts. The analysis table will be shared widely upon completion. Stay tuned for more information about our progress.



MAPP 2.0 Roadmap, Outlining the steps of the MAPP Community Health Improvement Process

Diane Scruggs
Director, Behavioral Health Programs
December 2023

Behavioral Health Programs experienced little in the way of significant changes during December. All programs worked hard to fill existing staff openings.

Adult Program Updates:

- The Adult Behavioral Health Program is fully staffed and seeing patients.
- We are focusing attention on the possible expansion of the PATH Program. This program addresses the needs of the homeless population.

Clinical Training Program Report:

All the programs in Behavioral Health accept students/externs/interns. The programs include the Adult Program, Child & Adolescent, Mobile Crisis Response (MCR), the Youth Experiencing Success in School (YESS) Program, and the Substance Use Initiative Program. Each year we train approximately 20 to 24 students. Through training, students can apply what they have learned in a professional setting and this hands-on approach allows them to gain competence and confidence. In exchange for their training, Behavioral Health benefits from having more staff to service our clients and the community and from learning about many of the cutting-edge practices coming out of the schools. In addition to having the opportunity to help train the next generation of behavioral health professionals, students are often recruited as permanent staff.

The Clinical Training Program received 27 applications in December for Doctoral Internship, although we have only 2 slots open for the 2024-2025 training year. The large number of applicants is attributed to our American Psychological Association (APA) accreditation status. Last year when we were not accredited, we received only 2 applications. Despite the limited number of positions, we are attempting to conduct several interviews to fill the positions with highly qualified interns.

Once the internship slots are filled, interviews for practicum students will begin. For practicum positions, we take students at the Master's and Doctoral levels from social work, counseling, and therapy programs. We also provide a psychiatric/therapy rotation for Advanced Practice Nurses who are obtaining specialization in psychiatry.

(C&A) Child and Adolescent, (MCR) Mobile Crisis Response, & (YESS) Youth Experiencing Success in School Updates:

C&A

- A new Mental Health Counselor II will be joining our team on 1/22/24.
- One remaining opening for a MHCIII

YESS

- A current staff member transferred from the C&A program to YESS. This move brings much needed assistance to that program and adds the much needed bi-lingual component.

MCR

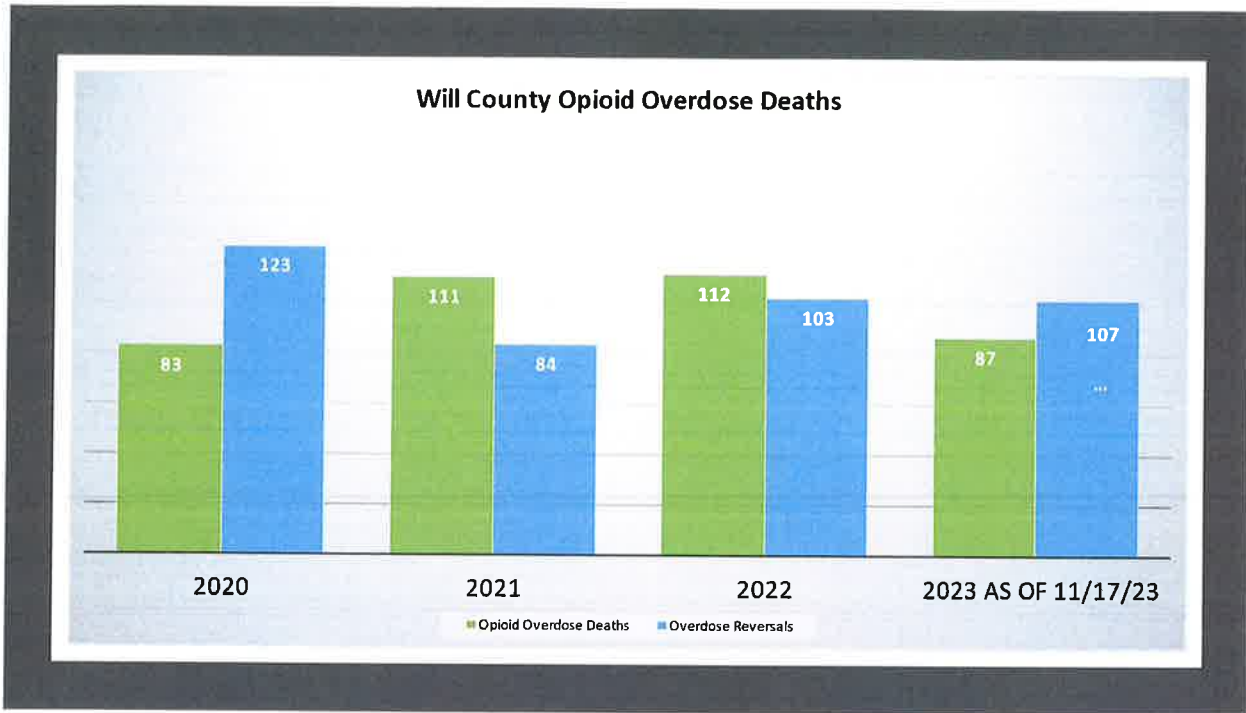
- 2-vacancies for MHCII currently are unfilled.

590 Updates:

- We continue to work on filling positions in this program.

Substance Use Initiatives and Substance Use Treatment Program Report

Summary Totals Per Year	2020	2021	2022	2023 to 12/31/2023
Opioid Overdose Deaths	83	111	112	83
Overdose Reversals	123	84	51	99
Fentanyl Test Strips	N/A	N/A	1563	1658
Got Naloxone Locations	N/A	243	754	888
Business Locations begin	N/A	N/A	485	720
Naloxone Kits Distributed to the public	3259	4630	6,002	9952
Individuals trained by Dr. Burke	N/A	548	445	1006
Micro pantry Distribution	N/A	1469	605	791
Methadone Clinic Distribution	264	450	370	299
Naloxone Plus Program Calls Answered	N/A	4	3	13
Persons Placed in Temporary Housing	N/A	30	8	4
Suicides			56	64
The coroner's last entry was 11/17/2023				



Overdose Deaths continue to trend less than last year.

In response to the January 2024 deadline for schools to have naloxone available, 237 people were trained (most school nurses), and 337 boxes of Narcan were distributed.

School district's naloxone training and Narcan supply

- Custer Park High Road School of South Suburbs
- Joliet Township High School
- Kelvin Grove Middle School Lockport
- Laraway Community School District Joliet
- Pioneer Grove Educational Center Frankfort
- Plainfield School District
- Troy School District 30c Plainfield
- Valley View Community Unified School District 365U
- 4 school districts are scheduled for January training.

The Rapid Response Team in collaboration with folks who work with the unsheltered hand out "blessing bags". The blessing bags include backpacks filled with nonperishable food, toiletries, a \$15 McDonald's gift card, and if needed Narcan fentanyl and xylazine test strips.

Mission Meals – A Very Special Christmas for those in need. Mokena



Substance Use Treatment Program

Clients 2023	Dec.	Nov.	Oct.	Sept.	Total
Intensive Outpatient Program (IOP)	5	6	8	6	25
Individual Outpatient	1	0	1	2	4
Aftercare/Continuing Care	1	2	1	2	6
Assessments	9	10	14	6	39
Treatment Visits	95	112	125	77	409

- There is one full-time job vacancy for the position of Mental Health Counselor II. This position provides evaluative, diagnostic, and comprehensive treatment services to adults and adolescents experiencing life-area impact from the use of substances.
- The program has received off-site exemption approval from the Illinois Department of Human Services Division of Substance Use Prevention and Recovery (SUPR) to provide Level 1 adult substance use treatment services on-site and in support of the Will County State's Attorney's Problem-Solving Adult Drug Court initiative located at the Will County Court House – 100 W. Jefferson Street Joliet, IL 60433.

Suicide Prevention First Responders Program

- Five presentations at local first responder agencies broaching mental health challenges, wellness, reduction of stigma, and lethal means prevention were completed throughout the month of December.

Crisis Intervention Training (CIT)

A Will County Government contractor bid request was filed December 28, 2023. The Request for bid is to provide Will County based law enforcement officers and first responders with specialized behavioral health and 40 - hour certification training in Crisis Intervention to support the residents of the Will County community. The CIT training contractor chosen to provide the 40-hour Crisis Intervention Team Training Basic Program (CIT-B) must be fully approved by the Illinois Law Enforcement Training and Standards Board (ILETSB) to provide training within this specialty area. The CIT training program is an in depth, specialized course for officers with at least two years' experience.

Grant Award Received – On December 22, 2023, we received formal notice of grant award from the IL Dept of Public Health for \$214,870.33 for funding from October 1, 2023, through June 30, 2024. Called *Enhancing Post-Covid Recovery Efforts for School Based Health Needs 2024*, it provides funding for a full-time mental health nurse practitioner at Brooks Middle School, plus a full-time Licensed Clinical Social Worker, computers, Nextgen software enhancements for on-line forms registration and online forms completion, plus funding for a school behavioral health conference for 3 persons in the Spring. We hired 2 MHNPs to share the 1.0 FTE MH nurse practitioner position. We still seek candidates for the LCSW position.

Strategic Planning- We are grateful to the Governing Council members for a robust and thorough discussion of the health care climate of our community and the accomplishments of our health center in the next year. At our Governing Council meeting on 1/3/24 the Strategic Plan for 2024 was formally approved:

2024 STRATEGIC PLAN

Goal I: Improve Quality of Care

Objectives:

- 1) Meet at least 50% of the benchmarks for quality standards.
- 2) Become more proactive to reduce the risk for high-risk clinical processes.
- 3) Improve the tracking of referrals and improve order management.

Strategies:

- a) Fully implement population health management to include at least one health inequity.
- b) Develop population health champions.
- c) Develop a plan to routinize order management and monitor compliance.
- d) Conduct an assessment to identify high risk clinical processes.
- e) Develop an annual review of high-risk processes.
- f) Develop a delineation of privileges roster of all providers.
- g) Add peer review results to quarterly CQI agenda and quarterly quality reports.
- h) Follow up on patients who missed appointments and the reasons why.

Goal II: Increase Access to Care

Objectives:

- 1) Optimize the use of technology for patient records, appointments, and registration.
- 2) Fill at least 90% of our staff vacancies.
- 3) Maintain stable staffing and low turnover.

Strategies:

- a) Implement on-line scheduling and registration.
- b) Create software integration for notification of hospitalizations of persons with Medicaid and Medicare.
- c) Build a health professions training program.
- d) Expand Care Clinic hours, locations, services.
- e) Reopen services in Monee (EBO).
- f) Contract with Bolingbrook Hospital for mutual referral arrangements.
- g) Increase staff recognition efforts.
- h) Institute daily huddles in clinical areas.
- i) Maintain daily huddles in all service areas.
- j) Involve staff in health promotion activities.

GOAL III: Address Health Disparities

Objectives:

- 1) Increase outreach to African American women of childbearing age.
- 2) Increase outreach to Hispanic and African American teenage females.
- 3) Focus health education on childhood obesity and inactivity.
- 4) Provide services to migrant populations.

Strategies:

- a) Increase health promotion efforts about preconception counseling.
- b) Partner with Better Birth Outcomes team at WCHD.
- c) Increase screening and health education for female teens about suicide risk and mental health.
- d) Partner with Forest Preserve District of Will County for promotion of physical activity.
- e) Promote gym memberships that are available with health insurance plans.
- f) Collaborate with churches, schools, WIC, Catholic Charities, MAPP, and WCHD Health Equity Manager.
- g) Partner with Village and Township community health nurses in Park Forest, Monee, Bolingbrook, and others.



Jennifer Byrd, MD, FAAFP
CMO, Community Health Center
January 2024

Quality Initiatives:

- The CMO assisted our Quality Improvement Coordinator in updating our agency-wide **Infection Control Plan**. Soon to be published.
- MAT Program – has recently experienced the usual nadir in patients in the last three (3) months.
 - This is an annual trend wherein there is a 5% decrease during the summer months through December, and a slow and steady increase at the beginning of January (new year resolutions)
 - To that end, we have had 5 new MAT program intakes in the last two weeks
- NextGen Electronic Health Record upgrade: January 20, 2024
- New Pharmacy: Our new pharmacy provider, Genoa, will be presenting their services to our staff on January 10th. Their proposed start date is soon to be upcoming, date to be announced.

Community Outreach:

- Our ACA workers have the following outreach activities on their roster
 - December 9th: Bolingbrook Library Open Enrollment
 - December 20th: Joliet Township Open Enrollment
 - January 6th: Black Road Joliet Library Open Enrollment
 - January 11th: River Walk Homes Open Enrollment
- The CHC continues to provide Court Ordered Testing to the County of Will

Infectious Disease Watch:

- Trending are Flu, RSV, and COVID

Flu data:

- October 2023 – December 2023: 1.6 million cases 15,000 hospital admissions 1,500 deaths

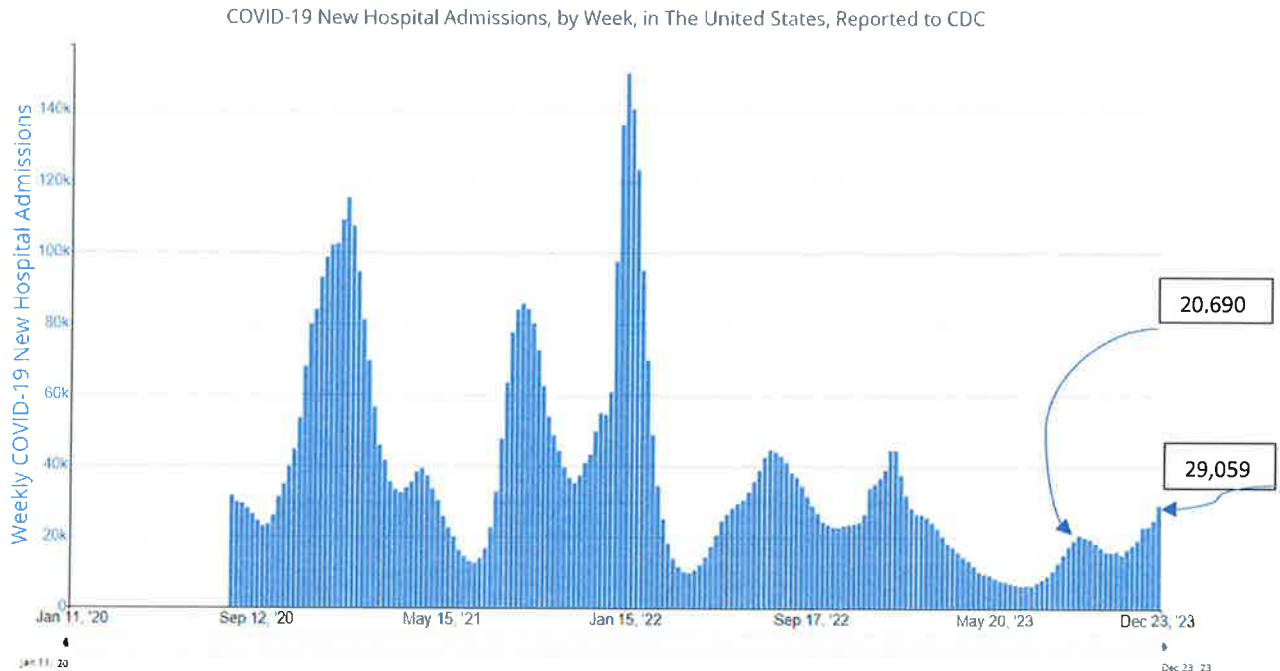
COVID data:

- November 2023 – January 2024: 29,059 hospitalizations 10,000 deaths

RSV:

- Not current data available
- previous years: 60,000 hospitalizations 6,000 deaths

Current Trend Data (pictorial):



Staffing:

- **Certified Medical Assistants**
 - 6 open positions (**down from** having **13 open positions** in October 2023)
 - 7 CMAs have been **hired**
- **Behavioral Health Manager**
 - **hired** since last report, starts on January 22, 2024
- **Psychiatric APRN**
 - **hired** as of January 3, 2024
- **Family Medicine Physician**
 - 1 open position
 - No current applicants
- **LPN**
 - 1 temp in our employ who is applying for a full-time / permanent position

- **Registration Clerks**
 - 2 open positions
- **Healthcare Liaison**
 - 1 open position
- **Reimbursement Specialist**
 - 2 open positions
- **Licensed Clinical Social Worker**
 - 1 open position
- **Population Health Manager**
 - 1 open position
- **COVID Tester**
 - 1 open position

FOOD PROGRAM

1. WASHINGTON, Dec. 31, 2023 – Valley Meats, LLC, a Coal Valley, Ill. establishment, is recalling approximately 6,768 pounds of raw ground beef products that may be contaminated with E. coli O157:H7, the U.S. Department of Agriculture’s Food Safety and Inspection Service (FSIS) announced. The raw ground beef items were produced on December 22, 2023. The products subject to recall bear establishment number “EST. 5712” inside the USDA mark of inspection. These items were shipped to distributor locations in Illinois, Indiana, Iowa, and Michigan for further distribution to restaurants and other institutional users. The problem was discovered when the establishment notified FSIS that samples of ground beef products submitted to a third-party laboratory for microbiological analysis tested positive for E. coli O157:H7. There have been no confirmed reports of adverse reactions due to consumption of these products.
2. Tampa Bay Fisheries, Inc. Dover, Florida is Voluntarily Recalling 1 Lot of 365 Whole Foods Market Beer Battered Pollock Fillets and 2 Lots of 365 Beer Battered Cod Fillet Due to an Undeclared Soy Allergen. The products were available for purchase at Whole Foods Market Stores nationwide between 9/8/2023 through 12/22/2023. No illnesses have been reported to date. The recall was initiated after it was discovered that product containing soy was distributed in packaging that did not reveal the presence of soy.
3. The 2024 Food Permit fees for foodservice establishments were due on 12/31/2024. Payments received after 12/31/2023 will be assessed a 25% late fee. Foodservice establishments that fail to pay their 2024 food permit fee will be subject to revocation of their permit to operate. The EH Division is currently working with these establishments to bring their account current.

EH LAB / WATER PROGRAM / SEWAGE

1. The EH Laboratory finished two rounds of IMS sampling and sampled 13 townships three times in 2023. The laboratory’s goal is two rounds of sampling every year. The laboratory also ran 6,952 more analyses in 2023 than in 2022.
2. The Water Program saw a decrease in the collection of payments compared to the previous month. The total of payments received in November 2023 was \$9,754.00 compared to the total of payments received in December 2023 of \$5,072.00.
3. The Sewage Program collected \$11,205 in fees for the month of December 2023 compared to \$8,800 for the month of November 2023. The EH Division has collected \$39,530 IMS Permit to Discharge fees in the month of December 2023. This trend is expected continue for the next few months.

OTHER

- The EH Division sold nine radon test kits this month.
- Sanitarian, Mary Martin, completed the Dosimeter Quarterly Report. Each quarter the dosimeter kits are checked, and a report is sent to the Will County EMA. The dosimeter kits are necessary in the event of a nuclear incident where EH sanitarians will need to access the affected area.
- The Will County Health Department EH division received and processed thirty-one Freedom of Information Requests (FOIA) in the month of December.

Sylvia Muniz, MSN, RN
Assistant Director, Family Health Services
January 2024

Better Birth Outcomes (BBO), High-Risk Infant Follow-up (HRIF), Healthworks (HW), Medical Case Management (MCM)

The Maternal Child case management team in Family Health Services (FHS) continues to provide valuable services to the families of Will County. In the 4th quarter of 2023, we maintained an average monthly caseload of 1,150 cases in our 4 programs-BBO, HRIF, HW, and MCM. Our team of 7 nurses has been in full swing completing required client contacts in the multiple programs in which they work. The HW and MCM team, comprised of 4 RNs and an Administrative Assistant, has been busy with communication with foster families, case workers and medical providers to obtain all necessary medical information to complete the foster child(ren)'s case file. The nurses provide foster families with guidance and support as they navigate the often-confusing healthcare system. Furthermore, they provide families with education regarding the child's health and medical needs in addition to information about resources available to the foster family. Our case management Administrative Assistant (CMAA) completes a great deal of background work to help the RNs obtain medical records to review. Our team is active with an average of about 980 cases each month in this program.

Better Birth Outcomes is a high-risk pregnancy case management program with the goals of decreasing the preterm birth and pregnancy complication rates for high-risk women in Will County. Risk factors are not just related to medical conditions, but also include social risk factors such as a history of abuse or violence as well as low education attainment or jail time. Unfortunately, these characteristics can create complications for a larger population of women than one might consider. Our nurses collaborate with the pregnant women and their prenatal care providers to minimize complications through education, perinatal depression screenings, blood pressure checks, and by closing the communication gap that often occurs in healthcare. However, this is not always enough, and some babies are still born prematurely without any explanation. We are able to continue to follow the family through our HRIF program.

The HRIF program is a high-risk infant follow-up (HRIF) program with the goal of decreasing morbidity for premature and sick newborns as well as decreasing child abuse. Additionally, this small population of infants is at risk for developmental delays and morbidities related to prematurity and various medical conditions that create a huge financial and social cost for the family. Our nurses provide infants and their families with education and resources to help achieve appropriate growth and development. The nurses collaborate with the pediatrician and specialists to ensure the children are able to access required services to help them reach their maximum potential.

The BBO and HRIF programs have seen growth in this 4th quarter averaging 169 clients per month-an increase of 18% when compared to this time in 2022. This increase in our caseload is largely attributable to the addition of a nurse devoted solely to the HRIF grant for a total of 5 RNs working in the BBO and HRIF programs. Our clients value and appreciate the services delivered by our nurses as evidenced by the comments in customer satisfaction surveys. "May is always very pleasant and a wonderful nurse." "The visit was informative...I feel more confident about this new journey to

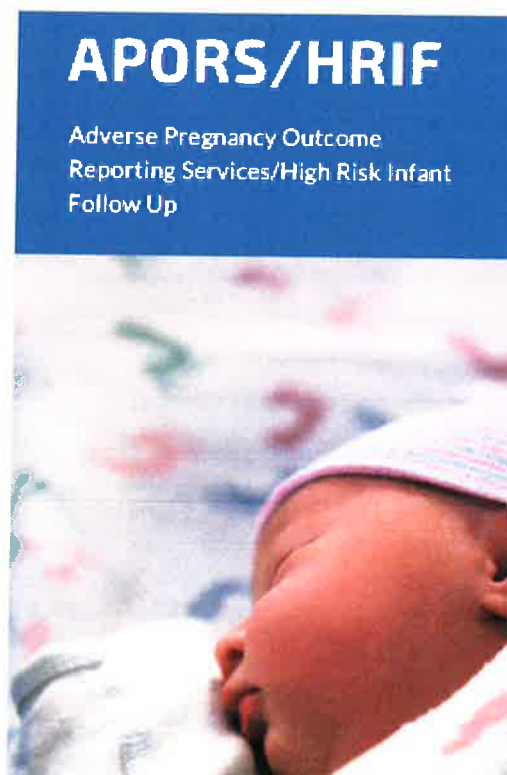
motherhood.” “Hillary is very pleasant and professional.” This tiny sample of comments is a testament to the quality and care behind our nursing services of which we pride ourselves on delivering.

The caring Maternal Case management team is invested in reaching the tiniest of Will County residents. We recently acquired another small, but important program from our HIV/STI group-Perinatal Hepatitis B (Peri Hep B). The goal of this program is to prevent the perinatal transmission of hepatitis B-from pregnant woman to infant. Nurses follow the at-risk infants to ensure documented administration of Hepatitis B immune globulin (HBIG) and the first dose of hepatitis B vaccine at birth in accordance with the Department of Public Health standards. Our staff collaborates with the Communicable Disease team to monitor the completion of hepatitis B vaccination series (3 doses) and the submission of post-vaccination serology to ensure achieved negative hepatitis B status for the infant. This program requires the joint effort of our team and that of the parent and provider to be successful.

Our case management team is often asked what we really do. It is difficult for one to understand what goes on in a case management relationship, but the bottom line is this: we provide the services of physical assessment, education, guidance, and support by an RN with maternal child experience in the office and home setting. One of the key components of program services is the home visit. Home visits are essential and beneficial as they allow us to view the whole picture as it pertains to our clients. Our nurses are then able to better assess any additional support and/or needs the client may have that are not always visible in the clinic setting. Our programs differ from those in the State that may employ other disciplines because we only provide services by way of nurses. This adds to the value of the client education and interaction as well as the collaboration that occurs with medical providers from professional to professional.



Building Stronger Families and Communities





Katie Weber
Program Coordinator, Emergency Preparedness & Response
January 2024

EP&R Program

- Ofelia Martinez, formerly with Environmental Health, joined the EP&R team as the Administrative Clerk on January 8th. Welcome Ofelia!
- Meetings with the Mier Group continue. Progress is being made on the Emergency Operations Plans (EOP). A few of the drafts are being finalized now.
- Training on the Pharmaceutical Distribution Plan with Command Staff is scheduled for January 23rd. A review of plans in preparation for the Tabletop Exercise in March.
- The next Command Center exercise has been scheduled for March 13th. Participants will exercise an Anthrax scenario.
- WCHD has partnered with Will County Emergency Management Agency in hosting training for All Hazards Planning for Animal Agricultural and Food Related Disasters.
- Hosted our quarterly All Staff Call Down Drill on December 14th. 92% of staff responded in a way that the system recognized.

BioWatch Updates

- The BioWatch program has begun prepping for the Democratic National Convention which takes place in Chicago in August 2024. Will County is not actively involved in the preparations but available to assist if the Chicago team would need assistance.

COVID Tests

- During the month of December, there have been 4 requests for COVID tests from 3 different agencies through our program.
- We ordered and received more tests from the state in December and another order went through earlier this month.
- We currently have 576 Binax tests on hand.

Medical Reserve Corps (MRC)

- In December, we offered the Opioid Overdose Narcan Training to our MRC volunteers on 12.4.23. Five volunteers were able to attend and hear Dr. Burke's presentation.

MEDIA SERVICES

JANUARY 2024



MONTHLY REPORT

KEVIN JUDAY, MANAGER

- Media Services wrote and distributed a press release to inform residents on ways to protect themselves from respiratory illnesses during the holiday season.
- Media Services designed and distributed the latest internal Staff Newsletter in December.
- Stories were distributed to the website and social media channels on staying happy and healthy during the winter and reminding residents to test their well water.
- Media Services met with the Substance Use Initiatives to begin designing cards that can be distributed by local police and fire departments to victims of overdoses.
- Media Services spent time responding to multiple media requests to answer questions about the latest respiratory illnesses surge.
- In addition to continuing to promote our own services on social media, Media Services also used social media to promote awareness and knowledge of the Affordable Care Act Open Enrollment Period, National Influenza Awareness Week and National Handwashing Week.

SOCIAL MEDIA

November 1-30



33
posts

382
engagements

116
reactions

21,375
impressions



30
posts

29
engagements

5
reactions

2,337
impressions



32
posts

39
engagements

13
reactions

644
impressions



Will County
Health Department &
Community Health Center
501 Ella Avenue | Joliet | IL | 60433

FOR IMMEDIATE RELEASE

December 21, 2023

WILL COUNTY HEALTH DEPARTMENT ENCOURAGES RESIDENTS TO STAY SAFE FROM RESPIRATORY ILLNESSES THIS HOLIDAY SEASON

JOLIET, Ill.—With the Holidays right around the corner, the Will County Health Department is reminding residents to take precautions to avoid getting sick from respiratory viruses during the holiday season. The Illinois Department of Public Health (IDPH) recently announced that respiratory illnesses such as Flu, RSV and COVID-19 are on the rise throughout the state.

“It is expected that all respiratory pathogens related ER visits, physician visits, and hospitalizations will rise and will continue to rise during the winter months,” said Alpesh Patel, Chief Epidemiologist for the Will County Health Department. “With upcoming holiday travel and gatherings and lower flu and COVID-19 immunizations numbers than we’d like to see, it’s expected that we’ll see a surge in respiratory illnesses in the following weeks.”

While Will County currently remains in the low category of COVID-19 hospitalizations according to the CDC, there are simple precautions residents can take to protect themselves during the holiday season.

- **Get tested and stay home if you’re sick.** Those that are feeling symptoms of a respiratory virus such as coughing, sneezing, sore throat, runny nose or fever, should stay home and avoid contact with others until fully recovered, this includes being fever free for at least 24 hours with fever-reducing medication. Getting tested and knowing what illness you have also helps determine what treatments are available. Free COVID-19 tests are available at covidtests.gov
- **Get vaccinated.** Make sure you or your loved ones have the latest vaccinations for the flu, COVID-19 and RSV. Contact your primary care provider or contact the Will County Immunization Clinic at 815-740-8143.
- **Cover your coughs and sneezes.** Covering your cough and sneezes helps avoid spreading respiratory droplets. Use your elbow, upper shirt sleeve or tissue, not your hands.
- **Practice good hand hygiene.** Wash your hands frequently for at least 20 seconds or use an alcohol based sanitizer. During holiday parties or communal dining, avoid touching utensils that are frequently handed by others.

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.



- 815.727.8670
- willcountyhealth.org
- WillCoHealth
- WillCoHealth
- WillCoHealth

- **Improve airflow and ventilation.** In large holiday gatherings, opening doors or windows to bring in fresh air, using a portable air cleaner and turning on exhaust fans are just some ways to increase airflow and ventilation.
- **Choose to wear a mask.** Wearing a mask may help reduce the amount of germs you breath in and can also help protect others if you are sick. Masks are encouraged when in large crowds, such as at an airport or if you or a loved one you are visiting are immuno-compromised, have an underlying condition or are more at-risk for complications if they get sick. Of note, cloth masks are considered to be the least effective. Be advised that some healthcare facilities and long-term care facilities may be implementing additional mitigation efforts to control the spread of respiratory illnesses.

Both IDPH and the CDC have surveillance dashboards dealing with respiratory illnesses that allow the general public to see weekly updates on flu, COVID-19 and RSV.

IDPH Infectious Respiratory Disease Surveillance Dashboard link: <https://dph.illinois.gov/topics-services/diseases-and-conditions/respiratory-disease/surveillance/respiratory-disease-report.html>

CDC National Respiratory Virus Dashboard link: <https://static.prototype.cdc.gov/respiratory-viruses/index.html>

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RESPECT
INTEGRITY
PROFESSIONALISM
QUALITY
DEDICATION

WILL COUNTY HEALTH DEPARTMENT

STAFF NEWSLETTER

FROM THE EXECUTIVE DIRECTOR



To the most hardworking and dedicated employees, I thank you for all that we have accomplished, and I wish you all success in the upcoming year. I am grateful to have such a self-motivated and passionate team to work with and for the work you do every day for our clients, customer, community and for our Agency.

I want to ensure that employees know that we care about them, that we value their time, efforts and experience. I applaud everyone's determination and efforts and look forward to seeing all of the great things we all will accomplish in the upcoming years. I could not image our workplace without you!

Thank you all for being a constant source of strength. Wishing you and your family a very happy New year.

Elizabeth Bilotta



Division Briefs

BEHAVIORAL HEALTH

Staff Promotions/Additions

Behavioral Health announced the following changes and additions to their staff. Mr. Don Martin received his Licensed Clinical Professional Counselor (LCPC) license in October and was moved to a Mental Health Counselor III position. Congratulations Don.

After spending the last year as the Agency's Safety and Risk Reduction Officer, Carol Ricken is joining the Behavioral Health team as the new Performance Quality Improvement Coordinator.

ENVIRONMENTAL HEALTH

EH Enters 2024 Billing Season

WCHD Environmental Health Department has entered our 2024 billing season. We have sent out approximately 3,000 food facility permit invoices and around 3,700 Individual Mechanical System discharge permit invoices. The food facility invoices need to be paid on or before December 31st, 2023. The IMS invoices need to be paid on or before January 15th, 2024.

COMMUNITY HEALTH CENTER

CHC Welcomes Pair of New APRNs

The Will County Community Health Center welcomes a pair of new Advanced Practice Registered Nurses recently. Hilda Kina, APRN, FNP-BC is a family nurse practitioner and is ANCC Board Certified. She previously worked in nursing in Chicago and New Lenox. Miriam Kanan, APRN, FNP-PC recently completed her doctorate in nursing and has worked in the Palos area for several years. She's also a certified breastfeeding counselor.



Hilda Kina



Miriam Kanan

CHC Hosts Open House of School Based Health Center

In late August, the Community Health Center hosted an open house of the new School-based health center at Brooks Middle School in Bolingbrook. School based health centers provide services to students while they are in school helping parents with their busy schedules and playing a key role in keeping students healthy and focused. The new school-based health center at Brooks Middle School is a partnership between the Will County Health Department and Valley View School District



Local government leaders including Will County Executive Jennifer Bertino-Tarrant, State Rep. Dagmara Avelar and representatives from State Senator Rachel Ventura's office were just some of the guests that attended the open house for the school-based health center at Brooks Middle School in August.

Division Briefs
FAMILY HEALTH SERVICES

Congratulations Alyssa!

We are proud to announce that Alyssa Densberger, WIC Nutrition specialist, successfully completed the International Board Certified Lactation Consultant Mentorship Program and passed her exam. She is officially an Internationally Board-Certified Lactation Consultant (IBCLC) as of July 1, 2023. Illinois WIC provides a mentorship program for WIC professionals that strive to become IBCLC's. In order to be accepted into this program one has to meet strict criteria for education, lactation and counseling Continuing Education Recognition Points (CERPS) as well as having completed the week-long certified lactation counselor program. After the yearlong mentorship program participants can sit for their boards. Congratulations to Alyssa for accomplishing this goal! We know she will be an excellent resource for our breastfeeding mothers as well as a more confident breastfeeding mother to her new little girl, Charlotte born May 31.

Well-Woman Day at the WCHD



In November, the Will County Health Department hosted a Well-Woman Day in Joliet. The event featured insurance enrollment counseling, health screenings, educational resources, giveaways, and representatives from local agencies dedicated to improving women's health.

ADMINISTRATION

Benefits Fair Completed!

Human Resources held its annual employee benefits fair on September 29th. Representatives from nearly 30 organizations were on hand to distribute giveaways and answer questions from employees. The Wellness Committee handed out TCBY frozen yogurt to all employees as well!



Staff members from the Will County Health Department got in the Halloween Spirit by dressing up in costume!

Happy Anniversary!

From August 1st through December 31st the following employees all celebrated a milestone anniversary year with the Will County Health Department. Congratulations!!

30 Years

Gabby Reyes (ADMIN)

20 Years

Michelle Ramey (CHC)

15 Years

Maribel Paramo-Carrillo (BH)
Charita Williams (BH)
Twilla Scates-McDowell (BH)
Dolly Agba (CHC)
Sterling Baumwell (CHC)

10 Years

Daisy Fajardo (ADMIN)
Betsy Cozzie (FHS)
Kathleen Harkins (BHS)
Lucas Sliker (EH)
Mary Maragos (CHC)
Patrick McCarthy (FHS)

5 Years

Sonya Hankey (CHC)
Joseph Brunner (EH)
Stacy Baumgartner (CHC)

1 Year

Clarissa Morris (CHC)
Ivanna Suskavcevic (CHC)
Jacqueline Atabong (BH)
Mutengwana Kasapu Mwaba (CHC)
Estela Lazo (FHS)
Karen Sitar-Nawa (FHS)
James Budrick Diaz (FHS)
Kevin Juday (ADMIN)
Steven Williams (CHC)
Lisette Deleon (BH)
Ellen Bjerga (BH)
Erin McCauley Dryer (CHC)
Mary Mensinga (FHS)
Brianna Tate (BH)
Tarcha Hurley-Howard (EH)
Esperanza Salvado (FHS)
Jacob Weisman (FHS)
Hillary Augustyn (FHS)

BH STATS

WILL COUNTY COMMUNITY HEALTH CENTER - PATIENT AND VISITS CY2023 AS OF DECEMBER 26, 2023

	2023	2023	2023	2023	2023	2023	2022	2023	2022	2022	As of 11-30-23	As of 11-30-23	2023	2022	2023	2023	2023	2023	2023	2023	2022		
	Joliet	NBO	EBO	SBHC Visits	Mobile Unit	Total Clinic Visits	Clinic Visits	Virtual Vis	Virtual Vis	SBHC Visits	Hospital Visits	Hospital Visits	All Visits	All Visits	Joliet patients	NBO patients	EBO patients	SBHC patients	Mobile Unit Patients	Total Patients	Patients		
Family Phy	380					382	472	6	54				388	526							157	195	
General Practitioners						382	472	6	54				388	526								157	195
Internists	106					110	182	0	0				110	182									
Obstetricia	7967					8048	8793	0	1				8048	8794								68	81
Pediatricia	2828			28		2872	2655	178	338	0			3050	2992								2672	3007
Other Specialty Physicians																			28			1755	1692
Total Phys	11281			28		11412	12102	184	393				11596	12495								4652	4975
Nurse Prac	8800	117	21	222		9188	9225	2031	2204	0			11219	11429					28			4652	4975
Certified N	434					434	439	0	0				434	439					201			4913	5049
Total NPs & Nurses	9234	117	21	222		9594	9664	2031	2204				11653	11868					201			309	249
Total Medi	20534	117	21	250		21030	22194	2216	2598				23274	24792					229			5222	5298
Dentists	5676				1	5692	5326	0	0				5677	5326	2916					1		9897	8941
Dental Hyg	473				187	661	465	0	0				660	465	393					172		566	421
Dental Therapists																							
Total Dental Services						6353	5791	0	0				6337	5791	3309					173		3488	3045
Psychiatris	803	316	18			1138	1367	2316	2860				3454	4227								692	790
Mental Health - Physicians other than Psychiatrists	347					347	376	10	3				357	379									
Mental He	2999	28				3037	2331	564	694				3586	3025								309	327
Licensed C	0					0	1	855	1024				855	1025								1372	1340
Licensed C	0					0	12	0	0				0	12								354	433
Other Lic	1097					1103	1169	74	523				1177	1692								0	12
Other Mental Health Staff																						351	444
Total Mental Health						5625	5256	3819	5104				9429	10360								3078	3246
Substance	1476	69	2			1557	1499	828	1211				2385	2710								768	848
Other Professional Services																							
Optometri	381					385	542	0	0														
Case Mana	1					1	3	0	0				369	542								380	519
Patient/Community Education Specialists						0	0	0	0				1	3								1	3
Total Enabling Services						1	3	0	0				1	3								0	0
Obstetrical Deliveries						1	3	0	0				1	3								1	3
Circumcisions											382	339											
Gyne Admissions including surgeries											89	64											
Hospital Visits (ER & Admissions)											63	88											
Dr. Flores' Newborn visits											375	485											
TOTALS											83	62											
Unduplicated patients Year to date											992	1038	41795	44198								11,446	11366

JANUARY 2024-DIVISIONAL STATISTICS REPORT

JANUARY 2024-DIVISIONAL STATISTICS REPORT				
ENVIRONMENTAL HEALTH		Dec-23	FY24 YTD	FY23 YTD
Food Program Activities		1086	1086	961
Water Program Activities		145	145	289
Sewage Program Activities		40	40	48
Other Program Activities (beaches, tanning facilities, etc.)		822	822	772
Aerobic Treatment Plant Samples		443	443	401
Number of Service Requests		25	25	13
Number of Complaints		54	54	35
Number of Well Permits		8	8	11
Number of Septic Permits		12	12	7
Number of Lab Samples Analyzed by EH Lab		2324	2324	1953
TOTAL		4,959	4,959	4,490
OFFICE OF VITAL RECORDS		Dec-23	FY24 YTD	FY23 YTD
Births Recorded		406	406	376
Deaths Recorded		435	435	473

Family Health Services Monthly Board of Health Report													
	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Total
APORS High Risk Birth caseload	120												120
Better Birth Outcomes caseload	51												51
High Risk Infant Follow-Up caseload	271												271
HealthWorks Lead Agency new wards	20												20
HealthWorks Lead Agency Medical Case Mgmt. caseload	712												712
WIC caseload	8798												8798
# non-compliant businesses-SFIA	0												0
# partners provided technical assistance with developing tobacco policy	0												0
# clients immunized	212												212
# travel clients immunized	16												16
# influenza vaccinations	93												93
# chlamydia cases	137												137
# gonorrhea cases	44												44
# syphilis investigations	70												70
# HIV tests performed	18												18
# CD investigations	5087												5087

Will County Board of Health

Security Risk Assessment

January 17, 2024 3pm

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- We must conduct Annual Risk Assessments of our IT infrastructure Annually
- After Risk Assessment the ITT department conducts mitigations of findings

1/5/2024

Evolve Security Academy

Security Risk Assessment

12/4/2023 through
12/12/2023

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- Cyber-Security Interns conducted the Risk Assessment with Faculty Member Oversight
- Assessment Scope
 - External Vulnerabilities
 - Internal Vulnerabilities
 - Social Engineering
 - Email Breach
 - Acceptable Use Audit
- Purpose to identify gaps and/or vulnerabilities within the agency

1/5/2024

Evolve Security Academy

Security Risk Assessment

Findings

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- Strong External Protection:
 - Software Up-To-Date
 - Limited Service Exposure
 - Effective Web-Application Firewall
- Robust Security Awareness
 - Training
 - Policy Compliance
 - Low Clicks during Phishing Campaign
 - Small number of Emails Exposed during Breach Analysis

1/5/2024

Evolve Security Academy

Security Risk Assessment

Room for Improvement

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- Patching Policies for Hardware and Software Assets
- Deprecate End-of-Life Software and Operating Systems
- Best Practices
 - Misconfigurations
 - Non-compliance
 - Weak Password Policy
 - Active Directory Elements

1/5/2024

Evolve Security Academy

Security Risk Assessment

Methodology

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- Information Gathering and Planning
 - Review of Documentation
 - Reconnaissance of External Services (i.e. website, remote access)
- Discovery and Vulnerability Identification
 - Port Scans
 - Service Detection and Identification
 - Host Vulnerabilities Scan
 - WebApp Testing

1/5/2024

Evolve Security Academy

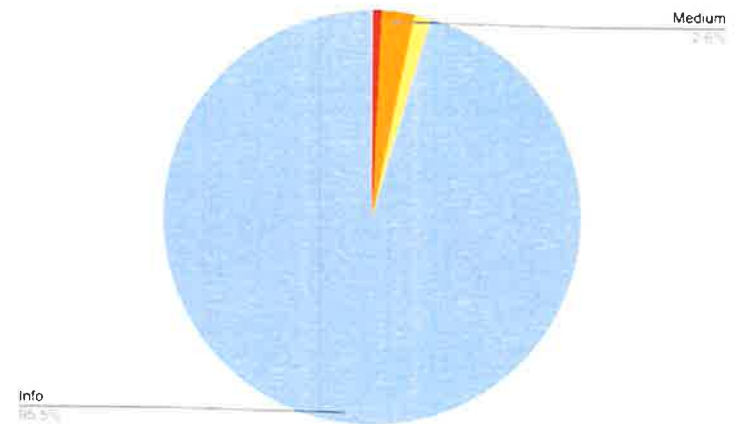
Security Risk Assessment

Current Vulnerabilities

Information Technology and
Telecommunications

Prepared By: Anthony D. Melel, M.S., Director of Information Technology and
Telecommunications

- Critical—1
- Serious—1
- Medium—8
- Low-4



1/5/2024

Evolve Security Academy

Security Risk Assessment

Root Level Issues

Information Technology and
Telecommunications

Prepared By: Anthony D. Melel, M.S., Director of Information Technology and
Telecommunications

- Username Enumeration:
 - Attacker can determine usernames on a service by interacting with the authentication mechanism of an application
- Weak Encryption and Unsupported Ciphers
- “Unsupported Software—Software which lacks updates and patches for current security standards
- Unsupported Operating Systems
- Lack of Security Hardening—Security Misconfigurations
- Patch Management—obsolete software versions

1/5/2024

Evolve Security Academy

Security Risk Assessment

Social Engineering Methodology

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- Information Gathering and Planning
 - Target email address and Name
 - Impersonation of email
- Campaign
 - Phishing Emails sent and opened analysis
 - Detection of Phishing Emails
- Results and Recommendations

1/5/2024

Evolve Security Academy

Security Risk Assessment

Social Engineering Findings

Information Technology and
Telecommunications

Prepared By: Anthony D Melei, M.S, Director of Information Technology and
Telecommunications

- Users were likely to open emails from an unfamiliar source
- When users encountered a familiar service a high percentage opened the email, but did not click on the links.
- Recommendations:
 - Continue implementing recurring company awareness training with employees
 - Include Company Procedures and Social Engineering trends

1/5/2024

Evolve Security Academy

Security Risk Assessment

Email Breach Analysis and Acceptable Use Audit

Information Technology and
Telecommunications

Prepared By: Anthony D. Melei, M.S., Director of Information Technology and
Telecommunications

- Discovery of emails that have been part of a data breach
- Total Emails Scanned (460)
- 27 Emails were found to have some breaches
 - 7 breaches in 2012
 - 9 breaches in 2018
 - 8 breaches in 2013
- Service Domains that were breached
 - LinkedIn.com—05/05/2012 (7)
 - Myfitnesspal.com—02/02/2018 (1)
 - Datanleads.com—11/14/2018 (8)
 - Evite.com—08/11/2013 (8)
- Recommendation
 - Review Acceptable Use Policy with employees for company email
 - Review Best Practices

1/5/2024

Will County Board of Health

Security Risk Assessment

January 17, 2024 3pm

Information Technology and
Telecommunications

Questions?

Prepared By: Anthony D. Melel, M.S., Director of Information Technology and
Telecommunications

1/5/2024



**WILL COUNTY BOARD OF HEALTH
RESOLUTION #23-76**

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

**APPROVAL FOR THE APPROPRIATION OF FUNDS FOR THE WILL COUNTY
RECOVERY COMMUNITY ORGANIZATION PROJECT - WILL COUNTY HEALTH
DEPARTMENT - \$237,674**

WHEREAS, the Will County Health Department received cannabis tax revenue funding of \$300,000 from Will County in FY23, allocated to support the startup of a Recovery Community Organization; and

WHEREAS, funding was not fully expended during FY23 and unused funds reverted to the Fund Balance at the end of FY23; and

WHEREAS, unexpended cannabis funds are being moved from the Fund Balance into the CFY24 budget to support continued program startup expenses; and

WHEREAS, the funding appropriation presented covers December 1, 2023, through November 30, 2024.

NOW, THEREFORE, BE IT RESOLVED, the Will County Board of Health hereby approves the additional appropriation of funds to the FY2024 Will County Health Department budget:

Revenue:

Decrease:	2102-498010-120-34010-40	Anticipated New Revenue	\$ 237,674
Increase:	2102-436020-120-34010-40	Funds on Hand	\$ 237,674

Expenses:

Decrease:	2102-599010-120-34010-40	Anticipated New Expenses	\$ 237,674
Increase:	2102-511010-120-34040-40	Pay-S-Full Time Salary	\$ 26,082
Increase:	2102-522010-120-34040-40	Pay-B-FICA-Social Security	\$ 1,976
Increase:	2102-522015-120-34040-40	Pay-B-IMRF Contributions	\$ 1,868

Increase:	2102-523010-120-34040-40	Pay-B-Health Insurance	\$	6,045
Increase:	2102-532010-120-34040-40	Operating Supplies	\$	9,000
Increase:	2102-532090-120-34040-40	Sign and Safety Supplies	\$	2,550
Increase:	2102-534030-120-34040-40	Furniture	\$	23,926
Increase:	2102-536040-120-34040-40	Multi-Function Printer	\$	2,000
Increase:	2102-536070-120-34040-40	Computer Software	\$	2,000
Increase:	2102-538010-120-34040-40	Food	\$	2,500
Increase:	2102-541010-120-34040-40	Accounting/Auditing	\$	5,000
Increase:	2102-541020-120-34040-40	Legal	\$	5,000
Increase:	2102-541090-120-34040-40	Professional Srv-Other	\$	52,498
Increase:	2102-547010-120-34040-40	Advertising	\$	30,000
Increase:	2102-547020-120-34040-40	Printing	\$	5,000
Increase:	2102-547080-120-34040-40	Contingency	\$	62,229

DATED THIS 17th Day of January, 2024.

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

**Recovery Community Organization
CFY24 Start-Up Budget**

Personnel

K.Burke	10%	109820	10,982	
Connie Dewall	25%	60401	15,100	
		Full-Time Salaries		26,082

Fringe Benefits

FICA		0.0758	1,976	
IMRF		0.0716	1,868	
Health			6,045	
		Total Fringe Benefits		9,889

Commodities

Outdoor banner			1,000	
Signage			1,000	
Artwork			1,000	
Grand opening gift bags			5,000	
Popcorn machine			400	
Microwave and stand			300	
Water fountain			300	
		Operating Supplies		9,000

AED and first aid kit			2,000	
First Aid Kit			100	
Fire Extinguisher			375	
Safety signage			75	
		Health and Safety equipment		2,550

4 Power strips			930	
4 Cable mgmt system			155	
4 office chairs			1800	
4 Lounge chairs			4400	
2 Reception chairs			2141	
Ottoman			1110	
2 side table			406	
2 Bookcases			800	
Couch			2600	
Office panels			3411	
Credenza			2540	
3 Storage Cabinet			3633	

		Furniture		23,926
		Multifunction Printer		2,000
		Computer Software & Licensing		2,000

Coffee			250	
Water			250	
Food for Grand Opening Event			2000	
		Food		2,500

Contractual

		Accounting Services		5,000
		Legal Services		5,000

Co-project manager			19,999	
Co-project manager			19,999	
Co-project manager contractual expenses			3,000	
Grant writer			7,500	
Installation Services			2,000	
		Professional Services - Other		52,498

Fource Marketing			30,000	
		Advertising		30,000
		Printing		5,000
		Contingency		62,229

Total Proposed Expenses **\$ 237,674**

**Recovery Community Organization
CFY24 Start-Up Budget**

Personnel					
	K.Burke	10%	109820	10,982	
	Connie Dewall	25%	60401	15,100	
	Full-Time Salaries				26,082
Fringe Benefits					
	FICA		0.0758	1,976	
	IMRF		0.0716	1,868	
	Health			6,045	
	Total Fringe Benefits				9,889
Commodities					
	Outdoor banner			1,000	
	Signage			1,000	
	Artwork			1,000	
	Grand opening gift bags			5,000	
	Popcorn machine			400	
	Microwave and stand			300	
	Water fountain			300	
	Operating Supplies				9,000
	AED and first aid kit			2,000	
	First Aid Kit			100	
	Fire Extinguisher			375	
	Safety signage			75	
	Health and Safety equipment				2,550
	4 Power strips			930	
	4 Cable mgmt system			155	
	4 office chairs			1800	
	4 Lounge chairs			4400	
	2 Reception chairs			2141	
	Ottoman			1110	
	2 side table			406	
	2 Bookcases			800	
	Couch			2600	
	Office panels			3411	
	Credenza			2540	
	3 Storage Cabinet			3633	
	Furniture				23,926
	Multifunction Printer				2,000
	Computer Software & Licensing				2,000
	Coffee			250	
	Water			250	
	Food for Grand Opening Event			2000	
	Food				2,500
Contractual					
	Accounting Services				5,000
	Legal Services				5,000
	Co-project manager			19,999	
	Co-project manager			19,999	
	Co-project manager contractual expenses			3,000	
	Grant writer			7,500	
	Installation Services			2,000	
	Professional Services - Other				52,498
	Fource Marketing			30,000	
	Advertising				30,000
	Printing				5,000
	Contingency				62,229
Total Proposed Expenses					\$ 237,674

**WILL COUNTY BOARD OF HEALTH
RESOLUTION #24-01**

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

APPROVAL TO EXTEND LEASE FOR EASTERN BRANCH OFFICE LOCATION

WHEREAS, the Will County Health Department entered into a ten year agreement on September 17, 2014 with DLJ Properties, Inc. to lease office space for Behavioral Health, Community Health Center, Environmental Health, and Family Health Services, located at 5601 W. Monee-Manhattan Road, Suites 107 through 110, Monee, Illinois; and

WHEREAS, the lease will expire on December 31, 2024; and

WHEREAS, the Health Department desires to extend the lease for an additional four years, through December 31, 2028; and

WHEREAS, DLJ Properties, Inc. is offering a four year lease extension, continuing at the existing annual increase of 3% per year to the base rental rate as detailed within the agreement.

NOW, THEREFORE, BE IT RESOLVED, the Will County Board of Health hereby approves the lease extension with DLJ Properties, Inc. for an additional four years.

DATED THIS 17th day of January, 2024.

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



DLJ Properties, Inc.
COMMERCIAL REAL ESTATE SERVICES

DANIEL L. JONES, PRESIDENT
djones@fortunefincorp.com

LEASE AMENDMENT

THIS AGREEMENT, made on December 20, 2023, by and between DLJ First Midwest Crossing, LLC, Successor to Monee Property Management, Inc., d/b/a First Midwest Crossing (hereinafter called "Landlord"), and Will County Health Department, an Illinois Government Agency (hereinafter called "Tenant").

WITNESSETH

WHEREAS, Landlord and Tenant entered into a Lease Agreement dated September 17, 2014, for certain real property located at 5601 W. Monee-Manhattan Rd, Suite 107 – 110, Monee, Illinois, for a collective term of ten (10) years beginning the 1st day of January, 2015, and ending the 31st day of December, 2024, and,

WHEREAS, Landlord and Tenant desire to amend said Lease.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

That said Lease is amended effective December 20, 2023, as follows:

- (1) Landlord shall extend the current expiration date of the Lease (December 31, 2024) to a new expiration date of December 31, 2028 (an additional four (4) years).
- (2) The monthly base rental amount to apply to the total leased spaced will be:

January 1, 2025 thru December 31, 2025	\$90,987.52 annual, \$7,582.29 monthly
January 1, 2026 thru December 31, 2026	\$93,717.15 annual, \$7,809.76 monthly
January 1, 2027 thru December 31, 2027	\$96,528.66 annual, \$8,044.06 monthly
January 1, 2028 thru December 31, 2028	\$99,424.52 annual, \$8,285.38 monthly

- (3) That all of the other provisions, covenants, agreements, and conditions of the Lease remain in full force and effect and are only modified by the above amendments.

IN WITNESS WHEREOF, Landlord and Tenant have caused this agreement to be executed as of the day and year first written above.

DLJ First Midwest Crossing, LLC d/b/a
First Midwest Crossing
Landlord

Will County
Health Department
Tenant

BY: [Signature]
Authorized Signature

By: _____
Authorized Signature

Date: 1/3/24

Date: _____



Will County
Health Department &
Community Health Center

**WILL COUNTY BOARD OF HEALTH
RESOLUTION #24-02**

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

**APPROVAL TO EXTEND THE MASTER ACQUISITION AND MAINTENANCE
AGREEMENT WITH CANON SOLUTIONS AMERICA, INC.**

WHEREAS, the Will County Health Department operates Multi-Function Printers (MFP) throughout the Agency which require support and maintenance; and

WHEREAS, the Will County Health Department is included under the County of Will Master Acquisition and Maintenance Agreement which expired November 30, 2023; and

WHEREAS, the County of Will and the Will County Health Department desire to extend the agreement for an additional three years, through November 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, the Will County Board of Health hereby approves the three-year extension with Canon Solutions America, Inc.

DATED THIS 17th day of January, 2024.

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



CANON SOLUTIONS AMERICA
 Canon Solutions America, Inc. ("CSA")
 One Canon Park, Melville, NY 11747
 (800) 613-2228

**MASTER ACQUISITION & MAINTENANCE
 AGREEMENT ADDENDUM #3**

Customer: County of Will (f/k/a Will County, Illinois and Will County Board of Health)		Related to Purchase & Maintenance Agreement #: 2018-09-2002	
Street Address: 302 N. Chicago St	City: Joliet	State: IL	Zip: 60432
Equipment Description: Fleet			Term: 36 months

WHEREAS Canon Solutions America, Inc. ("CSA") and the above-described Customer ("You") have determined that it is in their mutual benefit to enter into this Master Acquisition & Maintenance Agreement Addendum ("Addendum") to the above-described Master Acquisition & Maintenance Agreement ("Agreement"). All capitalized terms used below that are not defined in this Addendum shall have the meanings set forth in the Agreement.

NOW, THEREFORE, for good and valuable consideration, intending to be legally bound, the parties hereby agree as follows:

1. Anything in the Agreement to the contrary notwithstanding, and subject to all of the terms and conditions set forth in this Addendum, the terms and conditions of the Agreement shall be modified as follows:
 - a. Effective upon the date of your signature below, the Master Acquisition and Maintenance Agreement #2108-09-2002 is hereby extended through November 30, 2026.
 - b. The parties acknowledge and agree that the Customer's name on the Agreement was previously documented as "Will County, Illinois and Will County Board of Health". The Agreement shall now be bifurcated, and the Customers' names shall now be known as "County of Will" and "Will County Health Department" on a go-forward basis.
 - c. The County of Will and the Will County Health Department authorize CSA to clone the Master Acquisition and Maintenance Agreement #2108-09-2002 and any amendments thereof so that each entity has its own separate but identical agreement with CSA. CSA's internal contract reference numbers for these contracts shall be MA668 and MA46259, respectively. (See attached Exhibit 1 and Exhibit 2).
2. It is expressly agreed by the parties that this Addendum is supplemental to the Agreement, and that the provisions thereof, unless specifically modified herein, shall remain in full force and effect and shall apply to this Addendum as though they were expressly set forth herein.
3. In the event of any conflict or inconsistency between the provisions of this Addendum and any provisions of the Agreement, the provisions of this Addendum shall in all respect govern and control.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed on the date set forth below.

Canon Solutions America, Inc.

County of Will

By: _____
 Name: _____
 Title: _____
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____



Will County Health Department

By: _____
 Name: _____
 Title: _____
 Date: _____

Attachments: Exhibit 1 and Exhibit 2



Exhibit 1

Master Sales & Services Agreement
Customer Information Face Page

Canon Solutions America, Inc. ("CSA")
One Canon Park, Melville, NY 11747
(800) 613-2228

MA668

Salesperson: Nancy Harrell Holstein Order Date: 11/21/2023

Customer ("you"):

Form with fields for Company (COUNTY OF WILL), DBA, Address (806 NICHOLSON ST), City (JOLIET), County (WILL), State (IL), Zip (60435-4622), Phone # (815-727-8781), Contact (Christine Randall), and Email (clrandall@willcountyillinois.com).

Table with two columns: Applicable Terms and Conditions, and Customer Organizational Information. Includes terms and conditions text, organizational info fields, and an 'Existing Master Agreement' section.

BY YOUR SIGNATURE BELOW, YOU AGREE TO LEASE, PURSUANT TO THE TERMS OF RIDER G, OR PURCHASE, AS SPECIFIED IN THIS AGREEMENT, THE ITEMS LISTED IN ANY SCHEDULE, RIDER OR ADDENDA (AS APPROVED BY CSA) TO THIS AGREEMENT.

Customer's Authorized Signature
Printed Name Title Date



Exhibit 2

Master Sales & Services Agreement
Customer Information Face Page

Canon Solutions America, Inc. ("CSA")
One Canon Park, Melville, NY 11747
(800) 613-2228

MA46259

Salesperson: Nancy Harrell Holstein Order Date: 11/21/2023

Customer ("you"):

Company: WILL COUNTY HEALTH DEPARTMENT
DBA:
Address: 501 ELLA AVE LAB COMPLEX
City: JOLIET County: WILL
State: IL Zip: 60433-2700 Phone #: 815-530-4779
Contact: Anthony Melei
Email: amelei@willcountyhealth.org

Applicable Terms and Conditions: TERMS AND CONDITIONS ARE AVAILABLE AT: ESS.CSA.CANON.COM/CUSTOMERDOCUMENTS
Customer Organizational Information: Federal Tax ID Number, Organization type, Address for Notices
Existing Master Agreement: CSA and You have previously entered into master agreement Master Acquisition & Maintenance Agreement 2018-09-2002, executed 11/21/2018

BY YOUR SIGNATURE BELOW, YOU AGREE TO LEASE, PURSUANT TO THE TERMS OF RIDER G, OR PURCHASE, AS SPECIFIED IN THIS AGREEMENT, THE ITEMS LISTED IN ANY SCHEDULE, RIDER OR ADDENDA (AS APPROVED BY CSA) TO THIS AGREEMENT.

Customer's Authorized Signature
Printed Name Title Date



CANON SOLUTIONS AMERICA

Canon Solutions Americas, Inc. ("CSA")
One Canon Park, Melville, NY 11747
(800) 613-2228

MASTER SALES AND SERVICES AGREEMENT ADDENDUM

Related Master Sales and Services Agreement Number: MA46259			
Customer: WILL COUNTY HEALTH DEPARTMENT			
Street Address: 501 ELLA AVE LAB COMPLEX	City: JOLIET	State: IL	Zip Code: 60433-2700

WHEREAS, Canon Solutions America, Inc. ("CSA"), and the above-described Customer ("you") have determined that it is in their mutual benefit to enter into this Master Sales and Services Agreement Addendum ("Addendum") to the above-described Master Sales and Services Agreement (the "Agreement"). All capitalized terms used below that are not defined in this Addendum shall have the meanings set forth in the Agreement.

NOW, THEREFORE, for good and valuable consideration, intending to be legally bound, the parties hereby agree as follows:

1. Anything in the Agreement to the contrary notwithstanding, and subject to all of the terms and conditions set forth in this Addendum, the terms and conditions of the Agreement shall be modified as follows:
 - a. **RIDER G [Version 2.0, 5-16-22]**
 - i. **Section 19:** Section 19 is amended by (i) deleting the first sentence in its entirety; (ii) deleting the words "NEW JERSEY" and replacing them with the word "ILLINOIS" in the second sentence; and (iii) deleting the words "COUNTY OF CAMDEN OR BURLINGTON" and replacing with the words "COUNTY OF WILL, ILLINOIS" in the third sentence.
2. In the event of any conflict or inconsistency between the provisions of this Addendum and any provisions of the Agreement, the provisions of this Addendum shall in all respects govern and control.
3. CSA may accept a facsimile or other electronic transmission of this Addendum as an original, and facsimile or other electronically transmitted copies of Customer's signature will be treated as an original for all purposes. THIS ADDENDUM SHALL BE EFFECTIVE WHEN IT HAS BEEN SIGNED BY CUSTOMER AND ACCEPTED BY CSA.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed by their duly authorized officials as of the date set forth below, intending to be legally bound hereby.

Canon Solutions America, Inc.

WILL COUNTY HEALTH DEPARTMENT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



THESE MASTER LEASE TERMS (the "Lease Terms") apply to any schedule incorporating these Lease Terms by reference whether designated as a "Lease Schedule- Itemized," a "Lease Schedule - Blended" or otherwise (in any case, a "Lease Schedule") entered into by and between Canon Financial Services, Inc. ("CFS") and the customer identified in such Lease Schedule ("Customer") from time to time for the lease or rental, as applicable, to Customer of the Equipment (as defined below) supplied by Canon Solutions America, Inc. ("CSA") and described in such Lease Schedule. Each Lease Schedule referring to these Lease Terms will constitute a separate agreement for the lease of the equipment described therein and shall incorporate these Lease Terms.

1. AGREEMENT: CFS leases to Customer and Customer leases from CFS all the equipment described in any Lease Schedule signed by Customer and accepted by CFS, together with all replacement parts and substitutions for and additions to such equipment (the "Equipment"), and licenses of software, if applicable, ("Listed Software") with such Equipment and Listed Software collectively referred to as (the "Listed Items"), upon the Lease Terms.

2. TERM OF SCHEDULE: Each Lease Schedule shall be effective on the date the Equipment is delivered to Customer, provided Customer executes CFS' form of acceptance ("Acceptance Certificate") or otherwise accepts the Equipment as specified herein. Any such acceptance is irrevocable. If Customer has not, within ten (10) days after delivery of such Equipment, delivered to CFS written notice of any non-acceptance, specifying the reasons therefor and specifically referencing the relevant Lease Schedule, Customer shall be deemed to have irrevocably accepted such Equipment. The term of each Lease Schedule begins on the date accepted by CFS or any later date that CFS designates, and shall consist of the payment period specified on such Lease Schedule and any renewal periods. After acceptance of the Equipment covered by any Lease Schedule, Customer shall have no right to revoke such acceptance or cancel such Lease Schedule during the term indicated thereon. The term of any Lease Schedule shall end, unless sooner terminated by CFS, when all amounts required to be paid by Customer under such Lease Schedule have been paid as provided and either (a) Customer has purchased the Equipment in accordance with the terms hereof, or (b) the Equipment has been returned at the end of the scheduled term or renewal term in accordance with the terms thereof. Customer has no right to return the Equipment to CFS prior to the end of the scheduled term of any Lease Schedule for any reason whatsoever, including, without limitation, payment of all amounts due hereunder prior to the end of the scheduled term. As between CFS and Customer only, these Lease Terms shall supersede any Customer purchase order in its entirety, notwithstanding anything to the contrary contained in any such purchase order.

3. PAYMENTS: Customer agrees to pay to CFS, as invoiced, during the term of each Lease Schedule, (a) the lease or rental payments specified on the respective Lease Schedule, and (b) such other amounts permitted thereunder or in these Lease Terms as invoiced by CFS ("Payments"). The amount of each Payment and the End of Term Purchase Option specified on each Lease Schedule ("Purchase Option") are based on CSA's best estimate of the cost of the Equipment and any related services and supplies, including any sales and use tax. Customer authorizes CFS to adjust such Payments and Purchase Option prices by up to fifteen percent (15%) if the actual total cost of the Equipment and any related services and supplies, including any sales or use tax, is more or less than originally estimated. CSA has the right to increase service charges subject to the following: (1) If a Lease Schedule indicates a "Fixed" Price Plan, all base copy charges (if any) and all Per Image Charges shall be Fixed for the initial term and shall be subject to increase after the initial term on each anniversary of the Commencement Date thereafter; (2) If a Lease Schedule indicates a "Standard" Price Plan, a) the Base Charges related to copy charges (if any) shall be subject to increase after the initial term on each anniversary of the Commencement Date; and b) the Per Image Charge shall be subject to increase annually on each anniversary of the Commencement Date; and (3) The aforementioned increases in service charges shall not exceed fifteen percent (15%) of such charges which were in effect immediately prior to such price increase. **Customer agrees to advise CSA of the meter readings for the Equipment upon request.** Customer shall remit all Payments hereunder directly to CFS at 14904 Collections Center Drive, Chicago, Illinois 60693, unless otherwise directed by CFS. Customer's obligation to pay all amounts due under a Lease Schedule or these Lease Terms and all other obligations thereunder and hereunder is absolute and unconditional and is not subject to any abatement, set-off, defense, or counterclaim for any reason whatsoever. If Customer fails to pay any sum to be paid by Customer to CFS under any Lease Schedule on or before the due date, Customer shall pay CFS, upon demand, an amount equal to the greater of ten percent (10%) of each such delayed Payment or twenty-five dollars (\$25) for each billing period or portion of a billing period such Payment is delayed, in each case to the extent permitted by applicable law. The amounts specified above shall be paid as liquidated damages and as compensation for CFS' internal operating expenses incurred in connection with such late payment. In addition, Customer shall reimburse CFS for all of its out-of-pocket costs and expenses incurred in exercising any of its rights or remedies under any Lease Schedule or in enforcing any of the Lease Terms or any Lease Schedule, including without limitation reasonable fees and expenses of attorneys and collection agencies, whether or not suit is brought. Customer agrees that CFS may in its sole discretion apply, but shall not be obligated to apply, any amount paid in advance to any amount due or to become due hereunder. In no event shall any amount paid in advance earn interest except where required by applicable law.

4. NO CFS WARRANTIES: CUSTOMER ACKNOWLEDGES THAT CFS IS NOT A MANUFACTURER, DEALER, OR SUPPLIER OF THE EQUIPMENT. CUSTOMER AGREES THAT THE EQUIPMENT IS LEASED OR RENTED "AS IS" AND IS OF A SIZE, DESIGN,

AND CAPACITY SELECTED BY CUSTOMER. CUSTOMER ACKNOWLEDGES THAT CFS HAS MADE NO REPRESENTATION OR WARRANTY WITH RESPECT TO THE SUITABILITY OR DURABILITY OF THE EQUIPMENT, THE ABSENCE OF ANY CLAIM OF INFRINGEMENT OR THE LIKE, OR ANY OTHER REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. So long as Customer is not in breach or default of any Lease Schedule, CFS assigns to Customer any warranties (including those agreed to between Customer and the manufacturer, dealer, or supplier) which CFS may have with respect to any item of Equipment; provided that the scope and limitations of any such warranty shall be solely as set out in any agreement between Customer and such manufacturer, dealer, or supplier or as otherwise specified in warranty materials from such manufacturer, dealer, or supplier and shall not include any implied warranties arising solely from CFS' acquisition of the Equipment. CUSTOMER ACKNOWLEDGES AND AGREES THAT NEITHER THE SUPPLIER NOR ANY DEALER IS AUTHORIZED TO WAIVE OR ALTER ANY LEASE TERM OR ANY LEASE SCHEDULE, OR MAKE ANY REPRESENTATION OR WARRANTY WITH RESPECT TO THE LEASE TERMS, ANY LEASE SCHEDULE, OR THE EQUIPMENT, ON BEHALF OF CFS.

5. USE; LOCATION; LIENS; PERSONAL PROPERTY; FINANCING STATEMENTS: Customer shall comply with all laws and regulations relating to the use and maintenance of the Equipment. Customer shall put the Equipment only to the use contemplated by the manufacturer. The Equipment shall remain personal property regardless of whether it becomes affixed to real property or permanently rests upon any real property or any improvement to real property. Customer shall not move the Equipment from the location specified on the applicable Lease Schedule except with the prior written consent of CFS. Customer shall keep the Equipment free and clear of all claims and liens other than those in favor of CFS. Customer authorizes CFS (and any third party filing service designated by CFS) to execute and file (a) financing statements evidencing the interest of CFS in the Equipment (including forms containing a broader description of the Equipment than the description set forth in the respective Lease Schedule), (b) continuation statements in respect thereof, and (c) amendments thereto, and Customer irrevocably waives any right to notice thereof. Customer's legal name (as set forth in its constituent documents filed with the appropriate governmental office or agency) is as set forth herein. Customer shall provide CFS with written notice at least thirty (30) days prior to any change of its legal name, chief executive office address or jurisdiction of organization).

6. INDEMNITY: Customer shall indemnify and defend CFS, its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, injuries, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) caused by the Equipment, including, without limitation, arising from or related to the storage, transmission or destruction of Data. This Section shall survive termination of any and all Lease Schedules.

7. MAINTENANCE: Customer shall keep and maintain the Equipment in good working order and shall, at Customer's expense, supply and install all replacement parts and accessories when required to maintain the Equipment in good working condition. Customer shall not, without the prior written consent of CFS, make any changes or substitutions for and to the Equipment. Any and all replacement parts, accessories, authorized changes to and/or substitutions for the Equipment shall become part of the Equipment and subject to the Lease Terms. If a Lease Schedule includes payments for service and supplies, CSA is responsible for providing the service and supplies described in the Lease Schedule in accordance with CSA's terms and conditions, of which Customer acknowledges receipt. Unless otherwise indicated on a Lease Schedule, Customer authorizes CSA to use networked features of the Equipment and remote reporting software ("Remote Reporting Agent") to obtain meter readings, receive software updates, activate features/new licenses and transmit use and service data accumulated by the Equipment over your network by means of an HTTPS protocol and to store, analyze and use such data for purposes related to servicing the Equipment, providing reports and product improvement. Customer also authorizes CSA to accept on Customer's behalf, and Customer agrees to comply with, any licenses, terms of use and services, and privacy statements, which, unless otherwise agreed in writing by CSA, shall solely control as to the matters contained therein, including those pertaining to any personal data Customer may have shared in connection with the use of the Remote Reporting Agent. For example, CSA utilizes the Canon Universal Gateway 2 ("UGW2") as a Remote Reporting Agent through the UGW2 website, and the above authorization shall apply to the UGW2 Terms of Use and Terms of Service, and the UGW2 Privacy Statement. Customer acknowledges that the charges set forth on the Lease Schedule are contingent on the continued use of Remote Reporting Agent during the term. If CSA does not receive timely meter readings from Customer, Customer shall pay invoices that reflect CSA's estimates of meter readings. CSA or CFS may verify the accuracy of any meter readings from time to time and invoice Customer for any shortfall in the next invoice. Customer shall use reasonable care in handling and operation of the Equipment. CSA shall have the right to substitute equivalent Equipment at any time during the term of a Lease Schedule in connection with any replacement of the Equipment by CSA. Customer acknowledges that CFS will not be responsible for any service, repairs, or maintenance of the Equipment, whether provided for in the Lease Terms, the applicable Lease Schedule, or in any other agreement between CSA and Customer, and that if Customer has a dispute regarding the Equipment or the maintenance thereof, Customer shall continue to pay all charges due under the applicable Lease Schedule without deducting or withholding any amounts.

8. TAXES; OTHER FEES AND CHARGES: CUSTOMER SHALL PAY AND DISCHARGE WHEN DUE ALL LICENSE AND REGISTRATION FEES, ASSESSMENTS, SALES, USE, PROPERTY AND OTHER TAXES, AND OTHER EXPENSES AND CHARGES, together with any applicable penalties, interest, and administrative fees now or at any time imposed upon any Equipment, the Payments, or Customer's performance or non-performance of its obligations hereunder, whether payable by or assessed to CFS or Customer. If Customer fails to pay any such fees, assessments, taxes, expenses, or charges, as required hereunder, CFS shall have the right but not the obligation to pay those fees, assessments, taxes, expenses, and charges, and Customer shall promptly reimburse CFS, upon demand, for all such payments made plus administrative fees and costs, if any. Customer acknowledges that where required by law, CFS will file any notices and pay personal property taxes levied on the Equipment. Customer shall reimburse CFS for the expense of such

personal property taxes as invoiced by CFS and pay CFS a processing fee not to exceed \$50 per year per item of Equipment that is subject to such tax. Customer agrees that CFS has not, and will not, render tax advice to Customer and that the payment of such taxes is an administrative act. For each Lease Schedule commenced incorporating these Lease Terms, Customer shall pay to CFS a documentation fee in the amount of \$85.

9. LOSS; DAMAGE; INSURANCE: Customer shall bear the entire risk of loss, theft or damage to the Equipment from any cause whatsoever, effective upon delivery to Customer. No such loss, theft, or damage shall relieve Customer of any obligation under the Lease Terms or any Lease Schedule. In the event of damage to any item of Equipment, Customer shall immediately repair such damage at Customer's expense. If any Equipment is lost, stolen, or damaged beyond repair, Customer, at the option of CFS, will (a) replace the same with like equipment in a condition acceptable to CFS and convey clear title to such equipment to CFS (and such equipment will become "Equipment" and be subject to the Lease Terms), or (b) pay CFS the Remaining Lease Balance. Customer, at its sole cost and expense, shall, during the term hereof obtain and maintain property and liability insurance in form, amount, and with companies satisfactory to CFS. Each policy of insurance shall name CFS as additional insured and loss payee and provide CFS thirty (30) days written notice before the policy in question shall be materially altered or canceled. The proceeds of such insurance, at the option of CFS, shall be applied to (a) replace or repair the Equipment, or (b) pay CFS the Remaining Lease Balance on the applicable Lease Schedule. The "Remaining Lease Balance" shall be the sum of: (i) all Payments then owed and outstanding; (ii) the present value of all remaining Payments; (iii) the Purchase Option price of the Listed Items indicated on the Lease Schedule plus (iv) any applicable taxes, expenses, charges, and fees. For purposes of determining present value under any Lease Schedule, Payments shall be discounted at three percent (3%) per year. Customer hereby appoints CFS as Customer's attorney-in-fact solely to make claim for, receive payment of, and execute and endorse all documents, checks, or drafts for any loss or damage under any such insurance policy. If Customer fails to provide proof of insurance, CFS may, but is not required to obtain insurance covering CFS' interests, and charge the Customer for the costs of such insurance, and an administrative fee. CFS and any of its affiliates may make a profit on the foregoing.

10. DEFAULT: Any of the following events or conditions shall constitute an Event of Default under all Lease Schedules: (a) Customer defaults in the payment when due of any indebtedness of Customer to CFS, whether or not arising under any Lease Schedule, without notice or demand by CFS; (b) Customer or any guarantor of Customer's obligations hereunder ("Guarantor") ceases doing business as a going concern; (c) Customer or any Guarantor becomes insolvent or makes an assignment for the benefit of creditors; (d) a petition or proceeding is filed by or against Customer or any Guarantor under any bankruptcy or insolvency law; (e) a receiver, trustee, conservator, or liquidator is appointed for Customer, any Guarantor, or any of their property; (f) any statement, representation or warranty made by Customer or any Guarantor to CFS is incorrect in any material respect; or (g) if Customer or any Guarantor who is a natural person dies.

11. REMEDIES: Upon the happening of any one or more Events of Default, CFS shall have the right to exercise any one or all of the following remedies (which shall be cumulative), simultaneously, or serially, and in any order: (a) require Customer to immediately pay all unpaid Payments under any Lease Schedule (whether or not then due) and other amounts due under any and all Lease Schedules, with CFS retaining title to the Equipment; (b) to terminate any and all Lease Schedules with Customer; (c) with or without notice, demand or legal process, to enter upon the premises wherever the Equipment may be found, to retake possession of any or all of the Equipment, and (i) retain such Equipment and all Payments and other sums paid under all Lease Schedules, or (ii) sell the Equipment and recover from Customer the amount by which the Remaining Lease Balance exceeds the net amount received by CFS from such sale; or (d) to pursue any other remedy permitted at law or in equity. CFS (A) may dispose of the Equipment in its then present condition or following such preparation and processing as CFS deems commercially reasonable; (B) shall have no duty to prepare or process the Equipment prior to sale; (C) may disclaim warranties of title, possession, quiet enjoyment and the like; and (D) may comply with any applicable state or federal law requirements in connection with a disposition of the Equipment and none of the foregoing actions shall be deemed to adversely affect the commercial reasonableness of the disposition of the Equipment. If the Equipment is not available for sale, Customer shall be liable for the Remaining Lease Balance and any other amounts due under the applicable Lease Schedule. No waiver of any of Customer's obligations, conditions or covenants shall be effective unless contained in a writing signed by CFS. Failure to exercise any remedy that CFS may have shall not constitute a waiver of any obligation with respect to which Customer is in default.

12. ASSIGNMENT: CUSTOMER SHALL NOT ASSIGN OR PLEDGE ANY LEASE SCHEDULE IN WHOLE OR IN PART, NOR SHALL CUSTOMER SUBLET OR LEND ANY EQUIPMENT WITHOUT PRIOR WRITTEN CONSENT OF CFS. CFS may pledge or transfer any Lease Schedule. Customer agrees that if CFS transfers any Lease Schedule, the assignee will have the same rights and benefits that CFS has now and will not have to perform any of CFS' obligations which CFS will continue to perform. Customer agrees that the rights of the assignee will not be subject to any claims, defenses, or set-offs that Customer may have against CFS. If Customer is given notice of any such transfer, Customer agrees if so directed therein, to pay directly to the assignee all or any part of the amounts payable hereunder.

13. RENEWAL; RETURN: Except in the case of a Lease Schedule containing a \$1.00 Purchase Option, each Lease Schedule automatically renews under the same terms and conditions on a month-to-month basis if Customer fails to give CFS 60 days' prior written notice of its intent to purchase or return the Equipment before the end of any term. Unless a Lease Schedule automatically renews or Customer purchases the Equipment, Customer shall return the Equipment on the day the Lease Schedule terminates in good operating condition, ordinary wear and tear resulting from proper use excepted, at Customer's sole cost and expense to a location specified by CFS, and shall reimburse CFS for any costs incurred to place the Equipment in good operating condition. CFS may charge Customer a return fee equal to the greater of one Payment or \$250 for the processing of returned Equipment.

14. PURCHASE OPTION: A) END OF TERM PURCHASE OPTION. At the end of any term, Customer shall give CFS 60 days' irrevocable prior written notice (unless the Purchase Option is \$1.00) that it will purchase all the Equipment at the Purchase Option plus any costs. (B) PRIOR TO MATURITY PURCHASE. Customer may, at any time, upon 60 days' irrevocable prior written notice, purchase all the Equipment at a price equal to the sum of all remaining Payments plus the Fair Market Value plus costs. "Fair Market Value" shall be CFS' retail price when Customer purchases the Equipment. Equipment purchases shall be "AS-IS WHERE-IS" without warranty, except for title.

15. DATA: Customer acknowledges that the hard drive(s) on the Equipment, including attached devices, may retain images, content or other data that Customer may store for purposes of normal operation of the Equipment ("Data"). Customer acknowledges that CFS is not storing Data on behalf of Customer. Neither CFS nor any of its affiliates has an obligation to erase or overwrite Data upon Customer's return of the Equipment to CFS. Customer is solely responsible for: (A) its compliance with applicable law and legal requirements pertaining to data privacy, storage, security, retention and protection; and (B) all decisions related to erasing or overwriting Data. The Equipment contains various security features that Customer may utilize in this regard. Customer should contact CSA for further information. CSA will work with you to provide information regarding your options and offer services to assist you. Please note that such services may result in additional charges. The terms of this section shall solely govern as to Data, notwithstanding that any provisions of the Lease Terms or any separate confidentiality or data security or other agreement now or hereafter entered into between Customer, CSA and CFS applies, or could be construed to apply to Data.

16. MAXIMUM INTEREST; RECHARACTERIZED AGREEMENT: No Payment is intended to exceed the maximum amount of interest permitted to be charged or collected by applicable laws, and any such excess Payment will be applied to payments due under the applicable Lease Schedule, in inverse order of maturity, and any excess shall be refunded. If any Lease Schedule is recharacterized as a conditional sale or loan, Customer hereby grants to CFS, its successors and assigns a security interest in the Equipment to secure payment and performance of Customer's obligations under the Lease Terms and such Lease Schedule.

17. UCC - ARTICLE 2A: CUSTOMER ACKNOWLEDGES AND AGREES THAT EACH LEASE SCHEDULE IS INTENDED AS A "FINANCE LEASE" AS THAT TERM IS DEFINED IN ARTICLE 2A OF THE UNIFORM COMMERCIAL CODE ("UCC 2A"), AND THAT CFS IS ENTITLED TO ALL BENEFITS, PRIVILEGES, AND PROTECTIONS OF A LESSOR UNDER A FINANCE LEASE. CUSTOMER WAIVES ITS RIGHTS AS A LESSEE UNDER UCC 2A SECTIONS 508-522.

18. WAIVER OF OFFSET: The lease created by each Lease Schedule is a net lease. If the Equipment is not properly installed, does not operate as represented or warranted, or is unsatisfactory for any reason, Customer shall make such claim solely against the dealer, supplier, or manufacturer. Customer waives any and all existing and future claims and offsets against any Payments or other charges due under each Lease Schedule and these Lease Terms and unconditionally agrees to pay such Payments and other charges, regardless of any offset or claim which may be asserted by Customer or on its behalf.

19. GOVERNING LAW; VENUE; WAIVER OF JURY TRIAL: ~~EACH LEASE SCHEDULE SHALL FOR ALL PURPOSES BE DEEMED A CONTRACT ENTERED INTO IN THE STATE OF NEW JERSEY.~~ THE RIGHTS OF THE PARTIES UNDER EACH LEASE SCHEDULE SHALL BE GOVERNED BY THE LAWS OF THE STATE OF ~~NEW JERSEY~~ILLINOIS WITHOUT REFERENCE TO CONFLICT OF LAW PRINCIPLES. ANY ACTION BETWEEN CUSTOMER AND CFS SHALL BE BROUGHT IN ANY STATE OR FEDERAL COURT LOCATED IN THE COUNTY OF ~~CAMDEN OR BURLINGTON, NEW JERSEY~~WILL, ILLINOIS, OR AT CFS' SOLE OPTION, IN THE STATE WHERE THE CUSTOMER OR THE EQUIPMENT IS LOCATED. CUSTOMER, BY ITS EXECUTION AND DELIVERY HEREOF, IRREVOCABLY WAIVES OBJECTIONS TO THE JURISDICTION OF SUCH COURTS AND OBJECTIONS TO VENUE AND CONVENIENCE OF FORUM. CUSTOMER, BY ITS EXECUTION OF ANY LEASE SCHEDULE, AND CFS, BY ITS ACCEPTANCE THEREOF, HEREBY IRREVOCABLY WAIVE ANY RIGHT TO A JURY TRIAL IN ANY SUCH PROCEEDINGS UNLESS CUSTOMER RESIDES IN A STATE IN WHICH A WAIVER OF A RIGHT TO A JURY TRIAL IS UNENFORCEABLE AS A MATTER OF THAT STATE'S PUBLIC POLICY.

20. MISCELLANEOUS: All notices required or permitted under the Lease Terms or any Lease Schedule shall be sufficient if delivered personally, sent via electronic transmission, or mailed to such party at the address set forth in an applicable Lease Schedule, or at such other address as such party may designate in writing from time to time. Any notice deposited in the mail shall be effective after it has been received. Customer's representations, warranties, and covenants under each Lease Schedule shall survive the delivery and return of the respective Equipment. Any provision of the Lease Terms which may be determined by competent authority to be prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of the Lease Terms. No such prohibition or unenforceability in any jurisdiction shall invalidate or render unenforceable such provision in any other jurisdiction. Customer agrees that CFS may insert missing information on a Lease Schedule including the Equipment's description, serial number, and location, and corrections to Customer's legal name; otherwise, each Lease Schedule (incorporating the Lease Terms by reference) contains the entire arrangement between Customer and CFS with respect to such Lease Schedule and no modifications thereof shall be effective unless in writing and signed by the parties. Customer agrees that CFS may accept an electronic transmission of any Lease Schedule or any Acceptance Certificate as an original, and that electronically transmitted copies of Customer's signature will be treated as an original for all purposes. If the Lease Schedule references an existing master agreement between Customer and CFS (the "Existing Master CFS Lease") and to the extent applicable to the transactions contemplated by the Lease Schedule, then the terms of the Existing Master CFS Lease shall control over the Lease Terms for so long as the Existing Master CFS Lease remains in effect.

21. APPROVED AFFILIATES AND APPROVED SUBSIDIARIES: From time to time, affiliates and subsidiaries of Customer that meet CFS' credit underwriting standards then in effect (each, an "Approved Affiliate" or "Approved Subsidiary") may enter into Lease Schedules hereunder on the same terms and conditions as if each such Approved Affiliate or Approved Subsidiary was the Customer hereunder. Each of Customer and each Approved Affiliate or Approved Subsidiary shall be jointly and severally liable for the obligations under the Schedule(s) entered into by it pursuant to this Agreement.

22. FISCAL FUNDING (if applicable): This Section 22 shall only apply if "Fiscal Funding" is designated on the Lease Schedule. Customer warrants that it has funds available to pay Payments payable pursuant to the Lease Schedule until the end of its current appropriation period and warrants that it presently intends to make Payments in each appropriation period from now until the end of the term of Lease Schedule. The officer of Customer responsible for preparation of Customer's annual budget shall request from its legislative body or funding authority funds to be paid to CFS under the Lease Terms and any Lease Schedule. If notwithstanding the making in good faith of such request in accordance with appropriate procedures and with the exercise of reasonable care and diligence, such legislative body or funding authority does not appropriate funds to be paid to CFS for the Equipment, Customer may, upon prior written notice to CFS, effective upon the exhaustion of the funding authorized for the then current appropriation period, return the Equipment to CFS, at Customer's expense and in accordance with each Lease Schedule, and thereupon, Customer shall be released of its obligation to make Payments to CFS due thereafter, provided: (1) the Equipment is returned to CFS as provided for in the Lease Schedule; (2) the above described notice states the failure of the legislative body or funding authority to appropriate the necessary funds as the reason for cancellation; and (3) such notice is accompanied by payment of all amounts then due to CFS under the Lease Schedule. In the event Customer returns the Equipment pursuant to the terms of the Lease Schedule, CFS shall retain all sums paid by Customer. Customer's Payment obligations under each Lease Schedule in any fiscal year shall constitute a current expense of Customer for such fiscal year, and shall not constitute indebtedness or a multiple fiscal year obligation of Customer under Customer's state constitution, state law or home rule charter. Nothing in the Lease Terms shall constitute a pledge by Customer of any taxes or other monies, other than as appropriated for a specific fiscal year for each Lease Schedule and the Equipment.



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

**APPROVAL OF PAYMENT FOR MEDIA CAMPAIGN ACTIVITIES– NOT TO EXCEED
\$39,429**

WHEREAS, the Will County Health Department provides health information and education to the general public and specific groups; and

WHEREAS, the FOURCE Group was selected as the Communication Management group through a Request for Qualifications (RFQ) to develop, implement and administer an overall marketing and communications campaign; and

WHEREAS, the invoice presented covers media campaign advertising activities for February 2024; and

WHEREAS, funding was secured through the American Rescue Plan Act of 2021 (ARPA) State and Local Fiscal Recovery funding to support public health media communications.

NOW, THEREFORE, BE IT RESOLVED, the Will County Board of Health hereby approves payment of the media campaign activities to The FOURCE Group not to exceed \$39,429.

DATED THIS 17th day of January, 2024.

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

THE FOURCE

BILL TO

ELIZABETH BILOTTA
WILL COUNTY HEALTH
DEPARTMENT
501 Ella Avenue, Joliet, IL
60433
JOLIET, IL 60433

HII THIS IS YOUR 8817

INVOICE #

DATE 01.01.2024

DUE DATE 01.31.2024

TERMS DUE ON RECEIPT

ACTIVITY	QTY	RATE	AMOUNT
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MEDIA PLAN

OVERALL CAMPAIGN RUN: 1 DECEMBER 2023 THRU 31 DECEMBER 2024

INVOICE FLIGHT 3: 1 FEBRUARY THRU 29 FEBRUARY, 2024

CAMPAIGNS: WELL BABY

DENTAL CARE
BEHAVIORAL HEALTH
SUBSTANCE ABUSE
SEXUAL HEALTH
BREAST + CERVICAL CANCER
PRIMARY CARE
VACCINES (FLU, COVID, SHINGLES, ETC)
BACK TO SCHOOL PHYSICALS
IMMUNIZATIONS

CAMPAIGNS FLIGHT :

1. WELL BABY
2. BEHAVIORAL HEALTH
3. PRIMARY CARE
4. VACCINES

TARGET AUDIENCES |

1. GENERAL POPULATION
2. AFRICAN AMERICAN
3. HISPANIC
4. RURAL

ACTIVITY	QTY	RATE	AMOUNT
DIGITAL MEDIA MOBILE APPS ADVERTISING Build audience based on brand values to reach them within their own digital environment. Demo, Placement, and conversion KPI's (traffic, census, etc.) Publisher Ad Placements: News Sites, Video Preroll, Display Mobile App and InAd Video	1	9,888.00	9,888.00
DIGITAL MEDIA DISPLAY ADVERTISING Build audience based on brand values to reach them within their own digital environment. Demo, Placement, and conversion KPI's (traffic, census, etc.) Publisher Ad Placements: News Sites, Video Preroll, Display Mobile App and InAd Video	1	7,231.50	7,231.50
SOCIAL CHANNEL MARKETING FACEBOOK SOCIAL ADVERTISING Engage defined audience through social media to capture behavior interaction. Rebuild audiences based on those traits for retargeting communication. Video, Carousel Ads and Instagram	1	9,813.00	9,813.00
SOCIAL CHANNEL MARKETING INSTAGRAM SOCIAL ADVERTISING Engage defined audience through social media to capture behavior interaction. Rebuild audiences based on those traits for retargeting communication. Video, Carousel Ads and Instagram	1	7,434.00	7,434.00
YOUTUBE ADVERTISING Build audience based on brand values to reach them within their own digital environment. Demo, Placement, and conversion KPI's (traffic, census, etc.) Publisher Ad Placements: News Sites, Video Preroll, Display Mobile App and InAd Video	1	5,062.50	5,062.50

THANK YOU! It's been GREAT working with you. Contact us again.

BALANCE DUE

\$39,429.00



Will County
Health Department &
Community Health Center

**WILL COUNTY BOARD OF HEALTH
RESOLUTION #24-04**

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

APPROVAL TO SURPLUS EQUIPMENT– LISTING ATTACHED

WHEREAS, the Will County Health Department requires the disposal and/or recycling of medical equipment, furniture, and other miscellaneous items for the Community Health Center.

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

DATED THIS 17th day of January, 2024.

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

Surplus Disposal Form

Department : Community Health Center

Phone No.: (815) 774-7375

Resolution No.: _____

Approved By: _____

Signature: _____

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
Furniture	Look for tag when the unit is disassembled	Rolling Filing Cabinet System	10+	W			Look for tag when the unit is disassembled					
Furniture		(2) Large Metal File Organizers	10+	W								
Furniture		Wall Mounted Cabinets	15+	Poor								
Furniture		Rolling File Box	10+	Poor								
Furniture		(3) Cubicle Dividers	10+	NW								
Medical Equipment	24665	Large Stand Alone No Contact Thermometer	2+	NW		13258						

- (1) **Category-** Office Equipment, Furniture, Computer, Machinery, Vehicle, Others
- (2) **Surplus Tag No.-** Tag Number assigned by the Purchasing Department
- (3) **Item/Description -** If transferring computer equipment, include operating system description. Ex: Windows 2000

- (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
-Computer Staff (either ICT or department staff) should initial to verify hard drive was stripped.

EMPLOYEES

DATE

NEW

Morissa Green	1/22/2024
CHC	
Behavioral Health Program Coordinator	
Maria Castanedo	2/19/2024
BH	
Patient Registration Clerk	

CONTRACTUAL EMPLOYEE

Altrovise Martin	3/4/2024-3/3/2025
CHC	(1 st yr. of 3 yr. contract)
BH APRN	
Dr. Sangita Garg	2/1/2024-1/31/2025
CHC	(1 st yr. of 3 yr. contract)
Dentist	

CONTRACTUAL

Patrick Finnegan	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Necia Newcomb	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Angela McClelland	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Amber Peters	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Patricia Tucker	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Connie Bowen	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Danita Morgan	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Heather Drew	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	
Mark Tucker	12/1/2023-11/30/2024
BH	
Rapid Response Naloxone Team	

TRANSFER

Virginia Rodriguez 1/8/2024
BH
Mental Health Counselor II YESS (transfer from Mental Health Counselor II)

TERMINATION

Michelle Espinosa 12/19/2023
CHC
Reimbursement Specialist I
Jessie Hightower 1/5/2024
CHC
Reimbursement Specialist

OTHER

Jillian Carlisle 1/1/2024
Administration (chg. to exempt, IT Specialist III position removed from Bargaining Unit)
Information Technology Specialist III
Mary Maragos 1/8/2024
CHC (short term salary inc. to assist w/transition)
CEO
William Karmia 1/22/2024
BH (salary adjustment)
Program Manager

RETIREMENT

Patrick McCarthy 1/2/2024
FHS
Community Health Educator II
Mary Maragos 4/7/2024
CHC (change in retirement date from 2/29/24)
CEO
Martha Martinez 3/1/2024
Administration
Vital Records Technician

RESIGNATION

Cierra Nelson 12/26/2023
BH
Engagement Specialist II
Dwayne McDowell 12/27/2023
BH
Respite Worker
Mary Owens 12/27/2023
BH
Respite Worker

Approved:

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

Date

Recommended:

Elizabeth Bilotta, Executive Director, WCHD

Date