



**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES
March 20, 2024**

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
Chief Paul Hertzmann, Vice President
Teena Mackey, Secretary, left meeting @ 4:22pm
Edna Brass, MA, BS
Chief Carey
Allison Gunnink, MBA, MT-BC
Gary Lipinski, M.D., arrived @ 3:03pm
Silvio Morales, M.D.
Scott Soderquist, D.D.S.
Pamela Robbins, MSN, RN arrived @ 3:04pm

MEMBERS ABSENT

Natalie Coleman
Annette Parker

STAFF PRESENT

Elizabeth Bilotta, Executive Director, Administration
Denise Bergin, Assistant Executive Director, Administration
Mary Kilbride, Executive Assistant, Administration
Cindy Jackson, Director of Administrative Services
Diane Scruggs, Director of Behavioral Health
Dr. Kathleen Burke, Program Coordinator, Behavioral Health
Mary Maragos, Chief Executive Officer, Community Health Center
Stacy Baumgartner, Director of Operations, Community Health Center
Sylvia Muniz, Assistant Division Director, Family Health Services
Trisha Kautz, Lab Operations Director, 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
Caitlin Daly, Program Manager, MAPP/Community Planning, Family Health Services
Armando Reyes, Compliance Officer, Administration
Ted Strejcek, Information Technology Specialist II, Administration
Alpesh Patel, Program Coordinator, Family Health Services
Barb Agor, EP&R Specialist II, Administration
Kendra Coleman, Program Coordinator, Family Health Services
Heather Forbes, Front Office/Patient Registration Supervisor, Community Health Center
Bose Oshin, Billing Supervisor, Community Health Center
Kathleen Harkins, Community Outreach & Marketing Coordinator, Community Health Center
Aishwarya Balakrishna, Community Health Educator II, Family Health Services

OTHERS PRESENT

Dan McGrath, Assistant State's Attorney
Alan Dyche, Governing Council Chairperson
Brandon Wilson, Local Business Owner (Illinois Supply Company)

A quorum was met.

PLEDGE OF ALLEGIANCE

PRESIDENT’S COMMENTS: Dr. Terrell welcomed all to the BOH meeting.

EXECUTIVE DIRECTOR’S COMMENTS

- Ms. Bilotta spoke of the State of the Agency address.
- A measles update will be addressed later in this meeting.
- Ms. Bilotta spoke of the public health information summary that the State puts out daily. On March 12, it was put in the summary that WCHD provided Naloxone throughout the county.
- Two items currently being watched legislatively are House Bill 4823 and Senate Bill 3301 regarding the Local Health Protection Grant. We have sent this fact sheet to the County Board and different legislators in order to support this grant. This supports core public health programs including food, water, sewage and communicable disease. We are asking for additional funding as our programs increase throughout the years.
- The state has put together a public health workforce transformation initiative. The kickoff meeting will take place in Springfield on 4/17 and 4/18. They will be working with all of the Health Departments and looking for sustainable funding for Health Departments. Hoping for an increase in the FY25 budget. Ms. Bergin and Ms. Jackson will be going to Springfield for this meeting.
- Ms. Bilotta spoke of Dr. Dutton making the front page of the Herald News and Times Weekly for the micro pantry program.
- Ms. Bilotta spoke of March 11 marking the 4-year anniversary of The World Health Organization declaring COVID a pandemic.
- Several recognitions of employees took place:
 - Sandra Betancourt has worked for CHC since January 2009 and will be retiring in April 2024. Ms. Baumgartner presented her a certificate.
 - Dr. Troupe has worked for HD since December 2006 and will leave the Health Department March 2024. Ms. Scruggs presented him a certificate.
 - Ms. Maragos has worked for CHC since 2013 and will be retiring in April 2024. Ms. Bilotta presented her a certificate. Ms. Maragos said a few words.

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY – NONE

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve the February 21, 2024, regular meeting minutes as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Carey
SECONDER:	Ms. Gunnink
AYES:	Dr. Terrell, Chief Hertzmann, Ms. Mackey, Chief Carey, Ms. Gunnink, Dr. Lipinski, Dr. Soderquist, Ms. Robbins
ABSTAIN:	Ms. Brass, Dr. Morales

TREASURER’S REPORT AND DEPARTMENT FINANCIAL REPORTS

Ms. Bergin provided an update of the County FY23 revenue and expenditures ending November 2023.

Ms. Bergin provided a detailed explanation of the County financial statements ending February 2024. The Board of Health moved to approve the Treasurer’s Report and Department Financial Reports for the month of February 2024 as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Gunnink
SECONDER:	Ms. Mackey
AYES:	Dr. Terrell, Chief Hertzmann, Ms. Mackey, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Dr. Soderquist, Ms. Robbins
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.

Ms. Jackson – Director of Administrative Services (Presented Report for the month of March)

- Ms. Jackson spoke about a vehicle, a 2024 Ford Full Sized Transit Van, that had been ordered through a government contract. It is being purchased by the County using ARPA funds.
- The floors at CHC in the OB department have been replaced (pictures were shown).
- Currently getting quotes to have new countertops installed in patient exam rooms at CHC.
- Draft floor plans were handed out to BOH members. Call Center modernization was discussed: 8 cubicles will be installed, 3 offices, expanded storage space for CHC medical and office supplies, 2 additional storage rooms and 17 additional shelving units. Bid process will begin soon.
- Barb Agor will start on 4/1 as our new “Safety and Risk Reduction Officer”

Ms. Daly – Program Manager, MAPP/Community Planning, Family Health Services (Presented Report for the month of March)

- Ms. Daly spoke about the Coffee & Chat with MAPP event that will be taking place on 4/4 from 10:00am-2:00pm.
- Ms. Bilotta stated we do need as many individuals as possible to fill out the surveys as we will begin our 2.0 initiative for our MAPP assessment.

Ms. Scruggs – Director of Behavioral Health (Presented Report for the month of March)

- Ms. Scruggs spoke about the audit done by Illinois Department of Human Services. Our CMHC certification will be renewed for an additional three years. Deficiencies were identified and will be worked on. The corrective action plan is due at the end of March.
- Ms. Scruggs spoke about the new grant application for the Project for the Transition from Homelessness (PATH) Program. We put an application in for this grant. We have asked for an expansion to include one more staff person.
- In our Clinical Training program, BH students will be leaving through July & August and a new group of students will be coming in after.
- 1 nurse and 2 billing clerks have started working in BH. Hoping to have the last three openings filled very soon.
- 590 has a complete day shift team.

Dr. Burke – Substance Use Initiatives (Presented Report for the month of March)

- Dr. Burke spoke about the Recovery Community Organization. A community meeting took place encouraging more people in recovery to get involved. Each month there will be a meeting taking place. Once transitioned, they will have their own board with their own independence once the funding gets setup. (pictures were distributed)
- There was a 16% decrease in overdose deaths in 2023 compared to 2022.
- Dr. Burke discussed the Narcan freestanding boxes in the Community and their locations. The Rapid Response team will check the boxes weekly and refill as needed. Ten of those boxes were donated.
 - * *Dr. Lipinski questioned how it was determined where to locate the Narcan boxes? Dr. Burke stated it made sense to put them at CHC/HD as well as EBO/NBO. The County Courthouse has 2 which made sense due to the traffic. The libraries have 3 boxes due to community members coming through their building.*
 - * *Ms. Brass asked if the schools have Narcan in their building? Ms. Burke stated it is now a state requirement to have them in the schools. She has also done training in the schools. We recommend they have them in their AED's and their gyms. Ms. Brass questioned at what grade in the schools has this started? Ms. Burke stated Elementary.*

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

- Ms. Maragos spoke of the UDS submission and the discussion that will take place further in the meeting.
- Ms. Maragos spoke of the School Based Health Center. CHC has seen a total of 212 students (263 visits). They have added a second Social Worker to the school. This will make two social workers at the school. We are now fully staffed.
- Ms. Maragos spoke briefly about the renovations taking place at CHC.
- CHC has been meeting monthly with the HD BH team to make sure our integration with Behavioral Health Services is coming along smoothly. We have started services with our new Psychiatrist, Dr. Flowers. She will see patients on Saturdays and Mondays.
- The HRSA site visit will take place on 4/9-4/11.
- Ms. Maragos stated CHC will be requesting approval for 2024 Medical, BH and Hospital Fees.
 - * *Ms. Brass asked how the Social Worker in the School Based program will work with the Social Worker in the school? Ms. Maragos stated they will work hand in hand. The current Social Worker has already identified the high-risk children. They would like to do a high-risk assessment of these high-risk children. There is currently one Social Worker at the school, CHC has hired a FT Social Worker and CHC has hired two Mental Health Nurse Practitioners.*

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

- Dr. Byrd was not in attendance. Ms. Maragos questioned if anyone had any questions from Dr. Byrd’s report.

Mr. Conners – Director of Environmental Health, (Presented Report for the month of March)

- Mr. Conners spoke about the recall on Cinnamon Applesauce Pouches. They found the person responsible for this contamination. He lives outside of the USA.
- There is currently an investigation ongoing regarding the leafy greens recall.
- Mr. Conners spoke about the resolutions that will be presented later in the meeting.

Ms. VanderBoegh – Director of Family Health Services (Presented Report for the month of March)

- Ms. VanderBoegh spoke about the sexually transmitted infections, PrEP clinic and the HIV prevention services as well as statistics to go along with this.
- Ms. VanderBoegh spoke about the Congresswoman Lauren Underwood’s and USDA’s site visit to WIC on 2/21.

Mr. Patel – Program Coordinator, Family Health Services

- Mr. Patel spoke about the 15 confirmed cases of measles in the Chicago area.
- There are 20 contacts in Will County.
- There were 13 confirmed cases at the Halsted Shelter – Chicago, with 2303 exposed contacts.
 - *Dr. Lipinski asked if the migrants coming through are/are not vaccinated? Mr. Patel stated we’re not receiving documents of immunizations and therefore we are unsure. They are being quarantined and monitored.*
 - *Ms. Robbins questioned “what is the percent of children that are immunized? Mr. Patel stated approximately 90%.*

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

- Ms. Weber spoke about the two requests from Illinois Public Health Mutual Aid System (IPHMAS) regarding the need for medical staff who could help with vaccinating at the immigrant shelters and the second request was for translators.
- Approximately 3000 MMR vaccinations have been given out so far in Chicago at the shelters.
- Tabletop exercise took place last week. Ms. Weber will share the results from the consultants once received.
- Ms. Weber and Ms. Agor will be attending the National Association of County and City Health Officials (NACCHO) Preparedness Conference 3/25-3/28 in Cleveland Ohio.

Mr. Juday, Media Services (Presented Report for the Month of March)

Mr. Juday was not in attendance. Dr. Terrell spoke briefly about his report.

OLD BUSINESS: None

Ms. Bilotta presented the County Legislative Agenda during the February meeting and again in the March meeting. There were no questions/comments.

NEW BUSINESS:

UDS Report

Ms. Maragos presented the UDS report for 2023.

Resolutions #24-19 to #24-27

RESOLUTION #24-19 APPROVAL OF LANGUAGE INTERPRETATION SERVICES THROUGH PROPIO

Ms. Bergin spoke about Propio Interpretation Services (telephone based); over 190 languages including sign language through a video system. Pricing is under the State of IL Joint Purchase Master Contract.

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

RESOLUTION #24-20 APPROVAL OF PAYMENT FOR MEDIA CAMPAIGN ACTIVITIES

Ms. Bergin spoke about the FOURCE Group as the Communication management group. This invoice covers media campaign advertising activities for April 2024.

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

RESOLUTION #24-21 APPROVAL TO TABLE NEXTGEN INFRASTRUCTURE HOSTING AND SUPPORT CONTRACT

This resolution will be tabled. Mr. Melei spoke of the Nextgen bid and only receiving one bid. He stated we have made some changes and will rebid.

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

RESOLUTION #24-22 APPROVAL OF THE CHAPTER 97 WILL COUNTY PUBLIC SWIMMING FACILITY ORDINANCE REVISION

Mr. Conners spoke of taking over the licensures of public swimming facilities at the County. We have to go to a Public Hearing, prior to the ordinance being approved.

- * Ms. Mackey questioned if we were concerned with the level of quality? Mr. Conners stated it helps the State of Illinois as well as the Health Department. Ms. Mackey questioned as facility operator – do they have more support or quicker access to recommendations? Mr. Conners stated that has been continuous and has not changed.
- * Ms. Mackey asked if the State will be charging more of a fee? Mr. Conners stated they will not.

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

RESOLUTION #24-23 APPROVAL OF THE PURCHASE OF LARVICIDE FOR THE VECTOR SURVEILLANCE AND CONTROL PROGRAM

Mr. Conners spoke of purchasing larvicide. We’re going with a different larvicide, we alternate every year, so mosquitoes don’t get resistant. This is grant funded and purchased under a state contract.

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

RESOLUTION #24-24 APPROVAL TO CONTRACT WITH EMPLOYEE NETWORK, INC FOR ORGANIZATIONAL IMPROVEMENT PLAN PHASE 2

Ms. Bilotta stated this is the continuation of ENI Services for Organization Improvement at the CHC, including leadership training, development of training modules and manuals.

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

RESOLUTION #24-25 APPROVAL TO ADOPT THE COMMUNITY HEALTH CENTER FEE SCHEDULE FOR MEDICAL AND BEHAVIORAL HEALTH SERVICES AND PROCEDURES

Ms. Maragos spoke about the fee schedule for the Medical and Behavioral Health Services and Procedures at CHC.

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

RESOLUTION #24-26 APPROVAL TO SURPLUS EQUIP

Ms. Baumgartner spoke about the need to surplus the equipment listed.

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

RESOLUTION #24-27 APPROVAL FOR THE APPROPRIATION OF FUNDS FOR THE ILLINOIS DEPARTMENT OF PUBLIC HEALTH COMPREHENSIVE HEALTH PROTECTION GRANT

Dr. Burke spoke of this grant which is to supply 8mg Naloxone to first responders and police departments. This needs to be used by June 30th.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Morales
SECONDER:	Ms. Brass
AYES:	Dr. Terrell, Chief Hertzmann, Ms. Mackey, Ms. Brass, Chief Carey, Ms. Gunnink, Dr. Lipinski, Dr. Morales, Dr. Soderquist, Ms. Robbins
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 March.

* Ms. Bilotta spoke about the Personnel Status report for the month of March.

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

BOARD MEMBERS' COMMENTS/CONCERNS:

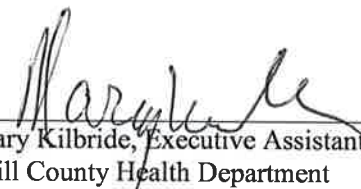
PUBLIC CONCERNS AND COMMENTS – NONE

* *Mr. Wilson, resident of Mokena, IL spoke. He is a business owner of "Illinois Supply Company"*

ADJOURNMENT

A **motion** was made by Chief Hertzmann and **seconded** by Chief Carey to adjourn the meeting at 4:32pm.

By: 
 Teena Mackey, Secretary
 Will County Board of Health 4.17.2024

By: 
 Mary Kilbride, Executive Assistant
 Will County Health Department