

DUPAGE COUNTY BOARD OF HEALTH

Minutes of the Meeting

Wheaton, Illinois

June 14, 2007

Board Members Present	Dennis Brennan, Dr. Peter Doris, Gary Grasso, Pam Rion, Charlie Thurston, Dr. Robert Walz, and Dr. Lanny Wilson
Board Members Absent	Scott Cross, Dolores Kopp, Linda Kurzawa & Edward Merkel
Board Treasurer Present	John Novak
Leadership Staff Present	Dr. Rashmi Chugh, Dave Christiansen, David Hass, Michael Kiep, Sue Kowalczyk (representing Tad Koeune), Mary Lally, Maureen McHugh, Katy Yee, and Jane Zimmerman (for CHS)
Health Department Staff Present	Pat DeMastro, Pat Flaherty, and Maria Uribe
Public Present	Nancy Compton, Barb Gibson, & Lawrence Sutherland

CALL TO ORDER

Vice President Wilson called the June Board of Health (BOH) meeting to order at 6:25 p.m. There were seven members present for a quorum. See list above. Mr. Brennan joined us at 6:30 pm.

SUBCOMMITTEE REPORTS

Executive – (BOS)

Maureen McHugh updated us on the Foundations project that it's going well and moving right along and will have a full overview in August. Also, that we are just waiting for the Audit letter and will have budget guidelines by the August meeting.

Community Health Services (CHS)

Jane Zimmerman provided information on Head lice with some recommendations for all schools. There is a new Shingles vaccine for adults in the works. And the Smile Squad was recognized on the Hallmark Channel.

Emergency Disease Control (EDC)

Mary Lally said the subcommittee did not meet so there was no report.

Environmental Health Services (EHS)

Sue Kowalczyk (representing Tad Koeune) said the subcommittee did not meet so there was no report.

Mental Health Services (MHS)

Dave Christiansen provided some update on Rule 132 and the MIS coding changes also staff training related to this is going very well.

APPROVAL OF MINUTES

Ms. Rion moved for approval of the minutes of the May 10, 2007 meeting. Mr. Brennan seconded the motion. Motion passed.

TREASURER'S REPORT

Mr. Novak reported the beginning balance for May in Fund 70 was \$13,122,847.59. During the month of May we had receipts of \$2,379,422.17 with disbursements of \$3,020,817.99 leaving us a May ending balance in Fund 70 of \$12,481,451.77

With earnings this year of approximately \$62,833.21 in comparison to about \$64,213.09 last year. YTD we have just over \$526,462.27 compared to about \$384,417.46 a year ago.

Ms. Rion moved for the approval of the Treasurer's Report and to have it placed on file. Mr. Thurston seconded the Motion. Motion passed.

Mr. Thurston made a request for quarterly reports on the specific investments of the Health Department. Mr. Novak responded that this information is available and he will provide quarterly reports for the Board.

PUBLIC COMMENT

There were no public comments.

PRESIDENT'S REMARKS

Vice President Wilson mentioned a thank you note sent to the board and staff from President Linda Kurzawa, and she is doing well. VP Wilson, was also looking forward to Mr. Endress's presentation.

RESOLUTION

PREVAILING WAGE RATE – BOARD OF HEALTH

The State of Illinois has enacted "An Act regulating wage of laborers, mechanics and other workers employed in any public works by the State, county, City or any public body or any political subdivision or by anyone under contract for public works."

Therefore, the attached resolution is presented for approval to be in compliance with the terms of the Act.

Ms. Rion moved for approval of the resolution. Mr. Thurston seconded the motion. Motion Passed.

The signed resolution is included with the official copy of the minutes.

CONSENT ITEMS

HUMAN RESOURCES TRANSACTIONS – BUSINESS OPERATIONS SERVICES

All employees hired and changing status are filling vacant budgeted positions. The Changes of Status have not caused any increase in the budget.

MOTION

The DuPage County Board of Health hereby approves the hiring, changes of status, and separations as listed, falling within the dates of 05/07/07 and 06/04/07.

Ms. Rion moved for the approval of the Consent Items. Mr. Grasso seconded the motion. A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, Mr. Brennan, Dr. Doris, and Mr. Grasso

Nays: None

Motion Passed.

FUND TRANSFERS – BUSINESS OPERATIONS SERVICES

The Business Operations Services requests DuPage County Board of Health approval of the transfer of funds to the designated line items in the FY 2007 budget as set forth on the attached budget transfer form.

MOTION

The DuPage County Board of Health hereby approves the transfer of funds to the designated line items in the FY 2007 budget as set forth in the attached Schedule of Transfers.

Ms. Rion moved for the approval of the Consent Items. Mr. Grasso seconded the motion. There were no questions. A roll call vote was taken

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, Mr. Brennan, Dr. Doris and Mr. Grasso.

Nays: None

Motion passed.

OLD BUSINESS

None

NEW BUSINESS

PURCHASING

S-BOS-06-06-067 – Bid award renewal for HVAC maintenance, replacement and repair of equipment to Controlled Environment Systems in an amount not to exceed \$50,000. Procurement Approval Checklist included and staff recommends award to Controlled Environment Systems.

C-BOS-06-14-103 – Purchase of forty Dell Optiplex 745 Small Form Factor computers and equipment per Western States Contract Alliance (WSCA) joint purchase in accordance with Article 4, Part A, Section 4-107 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends purchase of computers and equipment in an amount not to exceed \$53,835.20.

C-CHS-06-14-104 – Purchase of flu vaccine from Sanofi Pasteur in accordance with Article 4, Part A, Section 4-105, Sole Source, of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist, Decision Memo, and Sole Source Justification Form included and staff recommends purchase in the amount of \$94,999.20.

P-BOS-06-14-105 – Renew agreement with Sharon Merrill in accordance with Article 4, Part A, Section 4-108 (b), Other Professional Services, of the DuPage County Health department Procurement Policy. Procurement Approval Checklist and Decision Memo included, and staff recommends renewal of the agreement in an amount not to exceed \$10,000 for the new term of the agreement resulting in a total agreement amount not to exceed \$20,500 for the fiscal year.

C-BOS-06-14-106 – Purchase of Hewlett Packard Blade Server System per Western States Contract Alliance (WSCA) joint purchase in accordance with Article 4, Part A, Section 4-107 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends purchase of blade server system in an amount not to exceed \$56,762,96

C-BOS-11-06-069 – Change Order for Tech Depot in accordance with Article 4, Part D, section 4-405 of the Dupage County Health Department Procurement Policy. Request for Change Order included and staff recommends change order in the amount of \$37,500.

MOTION

The DuPage County Board of Health hereby approves the Purchasing Items # A through F as presented.

Ms. Rion made a motion to combine the Purchasing Item 10 #1 A-F. Mr. Grasso seconded. Motion passed.

The motion to approve the Combined Purchasing Items was made by Ms. Rion. Seconded by Mr. Grasso. A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, Mr. Brennan,
Dr. Doris, and Mr. Grasso.

Nays: None

Motion passed.

MOTION

Mr. Grasso made a motion to combine the Grant Item 10 #2 1-3. Ms. Rion seconded. Motion was passed.

The motion to approve the Combined Purchasing Items was made by Mr. Thurston Seconded by Ms. Rion. A roll call vote was taken.

Ayes: Mr. Thurston, Dr. Walz, Dr. Wilson, Mr. Brennan, Dr. Doris,
Mr. Grasso & Ms.Rion

Nays: None

Motion Passed.

DHS COMMUNITY SERVICES AGREEMENT – COMMUNITY HEALTH SERVICES AND MENTAL HEALTH SERVICES

The Community Health Service Unit and Mental Health Service Unit wish to accept the Community Services Agreement Grant from the Illinois Department of Human Services (DHS) for various programs within both Service Units in the amount of \$12,922,927, for the period of July 1, 2007 through June 30, 2008. The Agreement is divided into the following sections:

Division of Mental Health	\$8,756,259	MHS	18 programs
Division of Rehabilitative Services	\$ 114,268	MHS	1 programs
Division of Community Health and Prevention	\$4,052,400	CHS	7programs.

This grant was anticipated during the budget preparation process and the amount of the grant has been increased by \$55,608 (Division of Mental Health) and \$89,200 (Division of Community Health and Prevention) from the anticipated budget amount therefore budget transfers from the grant appropriations line items will be processed into the appropriate RU budget for the amount of the increase.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Human Services for the Community Services Agreement Grant in the amount of \$12,922,927 as presented.

Mr. Thurston moved for the approval of the motion. Ms. Rion seconded the motion. Motion passed.

IPHA AIDS COUNSELING AND EDUCATION GRANT – EMERGENCY AND DISEASE CONTROL SERVICES

Emergency and Disease Control Services, AIDS Program, wishes to accept a grant amendment from the Illinois Public Health Association for AIDS Counseling and

Education Grant in the amount of \$10,000 for the period of January 1, 2007 through December 31, 2007. This additional funding is to be used to provide Diffusion of Effective Behavioral Interventions (DEBI) evidence-based curriculum for the Internet Risk Reduction Counseling and Comprehensive Counseling and Referral Services interventions.

A budget transfer will be processed from the Grants Applications line items into the appropriate line items within the AIDS Counseling and Education Grant RU budget in the amount of the grant amendment.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant amendment from the Illinois Public Health Association for the AIDS Counseling and Education Grant in the amount of \$10,000 as presented.

Mr. Thurston moved for the approval of the motion. Ms. Rion seconded the motion. Motion passed.

TANNING FACILITY PERMITS GRANT – ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services, Recreational Sanitation Program, wishes to accept a grant from the Illinois Department of Public Health for Tanning Facility Permits in the amount of \$9,000 for the period of July 1, 2007 through June 30, 2008. This grant is to be used for the inspection and investigation of tanning facilities throughout DuPage County in compliance with the Tanning Facility Permit Act (210 ILCS 145/1).

This grant was anticipated during the budget preparation process and the amount of the grant has already been included in the Recreational Sanitation RU budget for fiscal year 2007.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Tanning Facility Permits Grant in the amount of \$9,000 as presented.

Mr. Thurston moved for the approval of the motion. Ms. Rion seconded the motion. Motion passed.

PRESENTATION

Richard Endress, President of Access DuPage gave a presentation on DuPage Health Care Summit.

Mr. Grasso said that at the beginning of Mr. Endress presentation he mention getting the green light from the hospitals. So was he looking for some kind of action from the board. Ms McHugh responded that she can prepare a resolution of support of the Healthcare

Summit for review at the August Board meeting. Dr. Wilson said he would look forward to seeing the resolution in August.

The slides of the presentation are included with the official copy of the minutes.

NEXT MEETING – July 12, 2007

Reminder: BOH meetings will now be held on the second Thursday of each month.

ADJOURNMENT

Respectfully submitted,

Scott J. Cross, Secretary
DuPage County Board of Health