

# DUPAGE COUNTY BOARD OF HEALTH

## Minutes of the Meeting

Wheaton, Illinois

September 13, 2007

Board Members Present	Dennis Brennan, Scott Cross, Dr. Peter Doris, Gary Grasso, Dolores Kopp, Linda Kurzawa Edward Merkel, Pam Rion, Charlie Thurston, Dr. Robert Walz, and Dr. Lanny Wilson
Board Members Absent	None
Board Treasurer Present	John Novak
Leadership Staff Present	Karen Ayala, Dr. Rashmi Chugh, David Hass, Michael Kiep, Mary Lally, Tad Koeune, Maureen McHugh, Katy Yee
Health Department Staff Present	Pat DelMastro, Pat Flaherty, Catherine O'Reilly and Maria Uribe, Mary Prignano, MaryLou Cloutier, Susan Berg, Augusta Clarke, Kevin Ahern, George DeTella
Public Present	Kari Kohn, Julie Gabhursht, Henry Conforti

### CALL TO ORDER

President Kurzawa called the September Board of Health (BOH) meeting to order at 6:25 p.m. There were eleven members present for a quorum. See list above. Mr. Brennan joined us at 6:35 pm.

### PRESIDENT'S REMARKS

President Kurzawa thanked all the staff on a wonderful job during the power outage. The entire DuPage County campus was down and everyone stepped up to get the power back as quickly as possible. She also thanked Mr. Conforti from Protocol Integrated Direct Marketing for helping us set a call center and keep our phones going through out the outage, because of this Tad Koeune's group from Environmental Health were able to get out into the community and deal with the restaurants right away. Ms. Kurzawa also expressed her sadness over the West Chicago group home fire.

### SUBCOMMITTEE REPORTS

#### *Executive – (BOS)*

Maureen McHugh introduced Karen Ayala the new Community Health Services Director. Then gave an update on the Aug. 23<sup>rd</sup> power outage, West Chicago Group Home fire and Foundations for the Future Project.

#### *Community Health Services (CHS)*

Karen Ayala provided us an update on the Illinois Breast and Cervical Cancer program. The Health Department has seen a caseload increase by about 22%.

***Emergency Disease Control (EDC)***

No Report

***Environmental Health Services (EHS)***

Tad Koeune provided us an update on the impact of the Aug. 23<sup>rd</sup>. power outage that impacted 250 businesses. Staff did a wonderful job to ensure the businesses could reopen as soon as possible. Mr. Koenue also an update on the itch mites. IDPH has found that it was due to the Cicadas eggs they were feed on.

***Mental Health Services (MHS)***

Dave mention provided an update on how the Aug. 23<sup>rd</sup>. power outage impacted Mental Health Services as power was out in West Chicago and Wheaton. Next week Mental Health Services is hosting a delegation from Mexico to review Health Department programs and do some sharing with them as to how our programs work.

**APPROVAL OF MINUTES**

Ms. Rion moved for approval of the minutes of the August 9, 2007 meeting. Mr. Merkel seconded the motion. Motion passed.

**TREASURER'S REPORT**

Mr. Novak reported the beginning balance for August in Fund 70 was \$17,049,347.07. During the month of August we had receipts of \$2,721,779.31 with disbursements of \$4,335,929.19 leaving us an August ending balance in Fund 70 of \$15,435,197.19

With earnings this year of approximately \$106,807.50 in comparison to about \$61,274.80 last year. YTD we have just over \$769,535.98 compared to about \$578,608.47 a year ago.

Mr. Novak provided quarterly reports to the Board.

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

**PUBLIC COMMENT**

There were no public comments.

**RESOLUTIONS**

Mr. Cross presented two resolutions, one to Ms. Augusta Clarke and one to Mr. Henry Conforti.

The signed resolutions are 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 07/17/07 and 09/04/07.

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

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp and Mr. Merkel

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. Ms. Kopp seconded the motion. There were no questions. A roll call vote was taken

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp and Mr. Merkel.

Nays: None  
Motion passed.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

##### PURCHASING

S-BOS-11-06-086 – Approval for costs associated with second year of a two-year contract with Nextel Wireless 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 expenditure not to exceed \$65,000 annually.

**MOTION**

The DuPage County Board of Health hereby approves the Purchasing Item # 10, 1A as presented.

Mr. Merkel moved for the approval of the Purchasing Item #10, 1A. Mr. Cross seconded. Motion passed. A roll call vote was taken.

Ayes: Mr. Merkel, Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso and Ms. Kopp.

Nays: None

Motion passed.

C-BOS-09-13-115 – Bid award for costs associated with purchase of computer routers and switches, in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to lowest responsible bidder, CDW-G, in the amount of \$238,029.00.

**MOTION**

The DuPage County Board of Health hereby approves the Purchasing Items # 10, 1B as presented.

Mr. Merkel moved for the approval of the Purchasing Item #10, 1B. Mr. Cross seconded. Motion passed. A roll call vote was taken.

Ayes: Mr. Merkel, Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso and Ms. Kopp.

Nays: None

Motion passed.

S-BOS-09-13-116 – Bid award for costs associated with voice and data wiring and cabling in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to lowest responsible bidder, Brown Labs Technology, in an amount not to exceed \$25,000 annually.

**MOTION**

The DuPage County Board of Health hereby approves the Purchasing Items # 10, 1C as presented.

Mr. Cross moved for the approval of the Purchasing Item #10, 1C Ms. Rion seconded. Motion passed. A roll call vote was taken.

Ayes: Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp, Mr. Merkel, Ms. Rion,  
Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan,

Nays: None

Motion passed.

S-BOS-09-07-118 – Bid award for costs associated with painting work in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to lowest responsible bidder, Rainbow Painting, in an amount not to exceed \$60,000 for a 12-month period.

### **MOTION**

The DuPage County Board of Health hereby approves the Purchasing Item #10, 1D as presented.

Ms. Rion moved for the approval of the Purchasing Item #10, 1D Mr. Cross seconded. Motion passed.

Dr. Doris asked in terms of the scope of the construction project was painting not included? Ms. McHugh responded that this is not related to our Foundations project. This is maintenance for our other facilities.

A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa,  
Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp and  
Mr. Merkel.

Nays: None

Motion passed.

C-BOS-09-07-117 – 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 \$54,960.14.

### **MOTION**

The DuPage County Board of Health hereby approves the Purchasing Items #10, 1E as presented.

Mr. Cross moved for the approval of the Purchasing Item #10, 1E Mr. Thurston seconded. Motion passed.

Mr. Thurston had a question on the closeness of a redundancy system? Ms. McHugh introduced Mike Latham the Chief Information Officer, to respond. Mr. Latham said we have a redundant system in Naperville, but having it in Lombard would be best. It so close to the Crisis center and other facilities. So that it would make it easier for the other facilities to be able to talk to us if the Lombard facility is down.  
A roll call vote was taken.

Ayes: Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp, Mr. Merkel, Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa and Mr. Brennan.

Nays: None

Motion passed.

P-MHS-03-06-039 – Change Order for April Nowak, Professional Services contract in accordance with Article 4, Part D, and 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 \$20,000.

### **MOTION**

The DuPage County Board of Health hereby approves the Purchasing Item #10, 1F as presented.

Mr. Cross moved for the approval of the Purchasing Item #10, 1F Ms. Kopp seconded. Motion passed. A roll call vote was taken.

Ayes: Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp, Mr. Merkel, Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa and Mr. Brennan.

Nays: None

Motion passed.

C-BOS-09-07-119 - Purchase of laptops and desktop computers from Dell Computers 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 laptop and desktop computers in an amount not to exceed \$590,000.

### **MOTION**

The DuPage County Board of Health hereby approves the Purchasing Items # 10, 1G as presented.

Mr. Grasso asked why this item didn't have a better competitive bid?

Mr. Latham explained that this warranty, allows us to do is get our technicians certified as dell certified technicians. So they can go up to a piece of equipment we purchased

with through this contract and determine what's wrong. Go onto the Dell website and chose the part that we need and the part will come to them free of charge with a box to return the other piece of equipment that all built into this. Secondly, the standards are guaranteed us for the next four years and provide us a piece of equipment and the same exact image that we started with today. When we change our image it will be compatible across all of our equipment.

Mr. Grasso, give me a sense Maureen of 450 or 476 computers what percentage of that is our staff?

Ms. McHugh, This contract extends over two fiscal years and replaces 50% of our computers.

Dr. Wilson, What's the chance that in four years you'll be asking for another \$400,000?

Ms. McHugh, The industry standard is 5 to 6 years depending on available funding and Technology needs.

Mr. Kiep, we have actually held off the last two years from replacing PC's because of the Foundations project knowing we were going to mobile technology so it's something we held off doing.

President Kurzawa, it wasn't just holding off for budgetary reasons it was knowing the job in front of us and getting a grasp on it and doing it right.

Dr. Doris asked for reports with statistics on clinical and business operations to provide a better understanding of the impact that increased technology has had for the Health Department and for public health services in DuPage County.

Dr. Doris, What are we going to do with the computers we are getting rid of?

Mr. Latham, we are donating them to community partners with a company that can dispose of equipment that is unusable.

Dr. Doris, Maybe a report can be created to tell us how many pieces of equipment went to what school and where?

Ms. McHugh, Yes we can create that report.

Ms. Rion moved for the approval of the Purchasing Item #10, 1G Mr. Cross seconded. Motion passed. A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Mr. Grasso, Ms. Kopp and Mr. Merkel.

Nays: Dr. Doris

Motion passed.

## MOTION

Mr. Merkel made a motion to combine the Purchasing Item 10 #1 H, I, J, K, M, & N. Ms. Rion seconded. Motion passed.

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

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp, and Mr. Merkel.

Nays: None

Motion passed.

C-BOS-09-07-120 – Purchase of Taske Software from Relational Technology Solutions in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to lowest responsible bidder, Relational Technology, in an amount not to exceed \$26,602.

C-BOS-08-06-078 – Purchase of annual maintenance support for eleven LeftHand SAN's in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to lowest responsible bidder, CDW-G, in an amount not to exceed \$25,861.

S-BOS-02-10-094 – Change Order for Alaniz Landscape, in accordance with Article 4, Part D, and 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 \$11,000.

S-BOS-08-06-077 – Bid award for Elevator Maintenance and Repairs to Anderson Elevator Company in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to Anderson Elevator Company in an amount not to exceed \$30,000.

C-BOS-09-07-122 – Bid award for the purchase of a generator for use at the Crisis Center in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist included and staff recommends award to All Industrial Electric Inc. in an amount not to exceed \$47,700.

S-BOS-09-07-123 – Emergency replacement of the flat roof at the Transitional Services Center in accordance with Article 4, Part A, Section 4-106 of the DuPage County Health Department Procurement Policy. Procurement Approval Checklist and

Decision Memo is included and staff recommends repair be completed by Olson Roofing in an amount not to exceed \$70,000.

**MOTION**

The DuPage County Board of Health hereby approves the Purchasing Item #10, 1 H, I, J, K, M, & N as presented.

Mr. Merkel moved for the approval of the Purchasing Item #10, 1 H, I, J, K, M, & N Ms. Rion seconded. Motion passed. A roll call vote was taken.

Ayes: Mr. Merkel, Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso and Ms. Kopp.

Nays: None

C-BOS-09-07-121 – Purchase of carpeting for several Health Department facilities, from Milliken Carpeting per US Communities joint purchase contract, 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 carpeting in an amount not to exceed \$220,000.

**MOTION**

The DuPage County Board of Health hereby approves the Purchasing Item #10, 1L as presented.

Mr. Merkel moved for the approval of the Purchasing Item #10, 1L Ms. Rion seconded. Motion passed. A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp and Mr. Merkel.

Nays: None

Motion passed.

**FAMILY CASE MANAGEMENT PROGRAM GRANT – COMMUNITY HEALTH SERVICES**

Community Health Services, Family Case Management Program, wishes to accept a Cost of Living Adjustment from the Illinois Department of Human Services for the Family Case Management Program in the amount of \$25,541 for the period ending June 30, 2007, bring the total grant amount to \$1,728,241.

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the Cost of Living Adjustment from the Illinois Department of Human Services for the Family Case Management Program Grant in the amount of \$25,541 as presented

**MOTION**

Ms.Rion moved for the approval of Grant Item #10 (2), 1. Mr. Cross seconded. Motion passed. A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp and Mr. Merkel.

Nayes: None

Motion Passed.

**POTABLE WATER SUPPLY PROGRAM GRANT – ENVIRONMENTAL HEALTH SERVICES**

Environmental Health Services, Water & Sewage Program, wishes to accept a grant from the Illinois Department of Public Health for a Potable Water Supply Program in the amount of \$15,800 for the period of October 1, 2007 through September 30, 2008. This grant is to be used to perform inspections and investigations of groundwater supplies. This grant was anticipated during the budget preparation process and the amount of the grant has already been included in the Water & Sewage RU for budget 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 Potable Water Supply Program Grant in the amount of \$15,800 as presented.

**MOTION**

Ms.Rion moved for the approval of Grant Item #10 (2), 2. Mr. Cross seconded. Motion passed. A roll call vote was taken.

Ayes: Ms. Rion, Mr. Thurston, Dr. Walz, Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross, Dr. Doris, Mr. Grasso, Ms. Kopp and Mr. Merkel.

Nayes: None

Motion Passed.

**PRESENTATION**

Mike Kiep gave an overview of the FY2008 Budget.

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

**NEXT MEETING – October 11, 2007**

Reminder: BOH meetings are held on the second Thursday of each month.

**ADJOURNMENT**

Dr. Wilson made the motion to adjourn. Mr. Cross seconded it. The meeting adjourned at 8:15 p.m.

Respectfully submitted,

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Scott J. Cross, Secretary  
DuPage County Board of Health