

DUPAGE COUNTY BOARD OF HEALTH

Minutes of the Meeting

Wheaton, Illinois

October 9, 2008

Board Members Present	Dennis Brennan, Dolores Kopp, Linda Kurzawa Edward Merkel, Pam Rion, Dr. Robert Walz, and Dr. Lanny Wilson
Board Members Absent	Scott Cross, Dr. Peter Doris, Gary Grasso and Charlie Thurston
Board Treasurer Present	John Novak
Leadership Staff Present	Karen Ayala, David Christiansen, Dr. Rashmi Chugh, Dan Harris, David Hass, Mary Lally, Maureen McHugh,
Health Department Staff Present	Maria Uribe, Catherine O'Reilly, Marie Doll, Pat Flaherty, Randi Luna, and Melissa Jandt
Public Present	Rosemarie Regalado from Lewis University

CALL TO ORDER

President Kurzawa called the October Board of Health (BOH) meeting to order at 6:20 p.m. There were seven members present for a quorum. See list above.

SUBCOMMITTEE REPORTS

Executive – (BOS)

Maureen McHugh provided the Board with an update on the Flu Partnership with Central DuPage Hospital, Dominick's and Osco. The partners donated the flu vaccine for all County employees including the Sheriff's office, County Building and Convalescent Center. Board members were provided an update on The Addison FQHC Open House in October and noted the change in date to the 28th. County Board Chairman, Schillerstrom designated the Health Department as lead agency along with FEMA to set up a Disaster Recovery Center (DRC) in the 421 Bldg. The center will be open 7 days a week to help DuPage County residents and small businesses with Disaster Relief Loans at low interest rates to recover from flooding that occurred on September 13th.

Community Health Services (CHS)

Karen Ayala provided the Board with an update on the agencies flu vaccine efforts. Ms. Ayala also provided the Board with an update on the Women, Infants & Children (WIC) and Family Case Management (FCM) program changes that have increased the hours of operation at all public health centers to help better serve clientele.

Emergency Disease Control (EDC)

Mary Lally provided the Board with an update on the 2015 IPLAN process. EDC and EHS have been working together on an E-Coli outbreak in Illinois which impacted 10 people, 3 from DuPage County. DuPage Health Department working with the CDC and IDPH were able to link one lettuce distributor in the E-Coli outbreak. To date cases have been found in both Illinois and Michigan.

Mental Health Services (MHS)

Dave Christiansen provided the Board with an update on the West Chicago Group Home Open House & Ribbon Cutting Ceremony. The ceremony went very well and was well attended by staff, clients, neighbors, Mayor, County Board members and many others.

APPROVAL OF MINUTES

Ms. Rion moved for approval of the minutes of the September 11, 2008 meeting. Dr. Wilson seconded the motion. Motion passed.

TREASURER’S REPORT

Mr. Novak reported the beginning balance for September in Fund 70 was \$13,180,655.16. During the month of September we had receipts of \$7,730,048.70 with disbursements of \$2,952,799.04 leaving us with a September ending balance in Fund 70 of \$17,957,904.82

With earnings this year of approximately \$32,036.84 in comparison to about \$82,296.95 last year. YTD we have just over \$600,136.74 compared to about \$851,832.93 a year ago.

Mr. Novak updated the board on the bad times the economy is going through and assured the members that the Health Department investments were secure. In order to ensure continued confidence steps have been taken to collateralize all accounts.

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

PUBLIC COMMENT

There were no public comments.

PRESIDENT’S REMARKS

President Kurzawa thanked staff on a job well done on the reopening of the West Chicago Group Home, after the devastating fire last year. She commented that it was great to see the excitement on the clients faces at the reopening of their home. She also expressed thanks to the Mayor, Michael Kwasman, County Board Member Jim Zay, the Rev. Standinger, Board of Health Member Charlie Thurston, and the Chief and Lieutenant for the West Chicago Fire Department for their participation in the Ribbon Cutting Ceremony. It was great to see neighbors and friends that came out to celebrate such a wonderful event. President Kurzawa also reminded Board members that in November the board will be presented for their approval election of officers.

RESOLUTIONS

RECOGNITION OF BREAST CANCER AWARENESS MONTH-CHS

Community Health Services requested the DuPage County Board of Health to adopt a resolution proclaiming October as National Breast Cancer Awareness Month and promoting October 20, 2007 as National Mammography Day. Through resolution, the Board of Health encourages women to consult their health care provider to obtain breast cancer screening and to increase awareness of early detection of breast cancer.

MOTION

The DuPage County Board of Health hereby proclaims October as National Breast Cancer Awareness Month and October 20, 2007 as National Mammography Day, as presented.

Ms. Rion moved for the approval of the motion. Dr. Wilson seconded the motion. Motion passed

President Kurzawa presented Marie Doll with the resolution. The signed resolution is included with the official copy of the minutes.

CONSENT ITEMS

Mr. Merkel made a motion to combine the Consent Items. Mr. Brennan seconded. 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 01/08/07 and 10/02//07.

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.

Mr. Merkel moved for the approval of the combined Consent Items. Mr. Brennan seconded the motion. A roll call vote was taken.

Ayes: Mr. Merkel, Ms. Rion, Dr. Walz, Dr. Wilson, President Kurzawa,

Mr. Brennan, and Ms. Kopp

Nays: None

Motion Passed.

OLD BUSINESS

Ms. McHugh provided the Board with an update on the Wheaton Group Home. Copy of the memo is included with the official copy of the minutes.

NEW BUSINESS

Mr. Merkel moved for the new business items #10 A through C to be combined. Ms. Rion seconded the motion. All were in favor. Motion passed

PURCHASING

C-MHS-04-08-136 – Change Order to bid award for This End Up Furniture in accordance with Article 4, Part D, and section 4-405 of the DuPage County Health Department Procurement Policy. The Request for Change Order is included. Funds for this Change Order are available in the FY08 budget. Staff recommends approval of the Change Order in an amount not to exceed \$6,963.00.

MOTION

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

2008 YEAR-END ENCUMBRANCES – BUSINESS OPERATIONS SERVICES

Business Operations Services wishes to encumber \$11,405 from FY 2008 into the FY 2009 Budget as detailed on following FY 2008 Encumbrance Request. This is a normal accounting procedure that occurs at the end of each fiscal year.

The encumbrances represent items on approved purchase orders and expenditures that will be incurred on or before November 30, 2008 and will not be invoiced until FY 2009. This procedure will allocate funds for these expenditures and incorporate them into the FY 2009 Budget.

MOTION

The DuPage County Board of Health hereby approves the incorporation of \$11,405 as detailed on the FY 2008 Encumbrance Request into the FY 2009 Budget as presented.

GRANT ACCEPTANCE

**AIDS FOUNDATION OF CHICAGO/RYAN WHITE PART A GRANT –
EMERGENCY AND DISEASE CONTROL**

Emergency and Disease Control wishes to accept a grant from the AIDS Foundation of Chicago for the Ryan White Part A Grant. This is an extension of an existing grant. The funding is \$86,354, or \$12,336 per month for the seven-month period of August 1, 2008 through February 28, 2009. The grant supports case management and other services supplied through the AIDS program.

The grant was budgeted in FY 2008 at \$185,798 for a twelve-month period, or \$15,483 per month. This extension represents a decrease of \$3,147 per month, or 20%, over the prior grant.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the AIDS Foundation of Chicago/Ryan White Part A for \$86,354 as presented.

The motion to approve the Combined New Business Items # 10 A through C was made by Mr. Brennan, seconded by Ms. Kopp. A roll call vote was taken

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

Nays: None

Motion passed.

NEXT MEETING – November 13, 2008

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

ADJOURNMENT

Mr. Merkel made the motion to adjourn. Ms. Rion seconded it. The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Scott J. Cross, Secretary
DuPage County Board of Health