

DUPAGE COUNTY BOARD OF HEALTH

Minutes of the Meeting

Wheaton, Illinois

August 14, 2008

Board Members Present	Mr. Dennis Brennan, Mr. Scott Cross, Dr. Peter Doris, Mr. Gary Grasso, Ms. Dolores Kopp, Ms. Linda Kurzawa, Mr. Edward Merkel, Ms. Rion, Mr. Charlie Thurston, Dr. Robert Walz, Dr. Lanny Wilson
Board Members Absent	None
Board Treasurer	John Novak
Leadership Staff Present	Karen Ayala, Dave Christiansen, Dr. Rashmi Chugh, Dan Harris, David Hass, Mary Lally, Maureen McHugh
Health Department Staff Present	Rick Daugherty, Pat DelMastro, Mike DeSmedt, Pat Flaherty, Bev Govednik, Sue Kowalczyk, Cathy O'Reilly, Jeff Swim, Maria F. Uribe, and Jane Zimmerman
Public Present	Holly Bartecki, Jessica Thunberg from Jasculca-Therman, Deborah Figved and Paulette Panzer

CALL TO ORDER

President Kurzawa called the August Board of Health (BOH) meeting to order at 4:10 p.m. Mr. Brennan joined the meeting at 4:15pm, Mr. Cross joined the meeting at 4:35pm, Mr. Grasso joined the meeting at 4:20pm, and Dr. Wilson joined the meeting at 4:25pm. There were eleven members present for a quorum. See list above.

PRESIDENT'S REMARKS

President Kurzawa thanked everyone for attending on a beautiful Thursday evening. We'll start with a short business meeting and move on to our semi-retreat.

SUBCOMMITTEE REPORTS – There were no subcommittee reports.

APPROVAL OF MINUTES

Mr. Merkel moved for approval of the amended minutes of the June 12, 2008 meeting. Ms. Rion seconded the motion. Motion passed.

TREASURER'S REPORT

Mr. Novak reported the beginning balance in Fund 70 as of June 2008 was \$10,270,895.04. During the month of June we had receipts of \$8,618,083.48 with

disbursements of \$3,182,660.33 leaving us a June ending balance in Fund 70 of \$15,706,318.19

The balance in Fund 70 as of July 2008 was \$15,706,318.19. During the month of July we had receipts of \$3,274,631.39 with disbursements of \$3,186,146.15 leaving us a July ending balance in Fund 70 of \$15,794,803.43.

With earnings this year of approximately \$39,836.12 in comparison to about \$65,745.71 last year. YTD we have just over \$525,492.60 compared to about \$662,728.48 a year ago.

Ms. Rion moved for the approval of the Treasurer's Report for the months of June 2008 and July 2008. Mr. Merkel seconded the Motion. Motion passed.

PUBLIC COMMENT

There were no public comments.

RESOLUTION

HONORING DEBORAH FIGVED

Community Health Services is requesting the DuPage County Board of Health to issue a special proclamation to recognize Deborah Figved, through her leadership and work with the Alcatel-Lucent Quilt Connection, provided beautiful, hand-made baby blankets to 38 families receiving services through the West Chicago Public Health Center. Deb Figved, through the donation of fabric through the Alcatel-Lucent Foundation in support of the International Days of Caring project, motivated her coworkers to provide babies with an extra layer of security and support. Deb Figved nominated the West Chicago Public Health Center to receive an Alcatel-Lucent Grant award in 2007 which allowed Family Health Unit staff to provide board books to low-income families. Deb Figved has once again nominated the West Chicago Public Health center to receive an additional grant award this year to provide families with young children with resources to stimulate their children's development. Deb Figved has demonstrated the enormous benefits of linking public-private segments of the DuPage Community together to provide support to families in need.

Ms. Deborah Figved accepted the resolution.

Mr. Thurston moved for the approval of the resolution, Ms. Rion 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 05/29/08 and 08/08/08.

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 2008 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 2008 budget as set forth in the attached Schedule of Transfers.

Ms. Rion moved for the approval of the Consent Items. Mr. Thurston seconded the motion.

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

Nays: None

Abstained: Mr. Grasso

Motion passed.

OLD BUSINESS

There was no old business

NEW BUSINESS

REIMBURSEMENT FOR USE OF PRIVATE AUTOMOBILES – BUSINESS OPERATIONS SERVICES

Effective July 1, 2008 the Internal Revenue Service has established the business standard mileage rate at 58.5 cents per mile.

Therefore, it is requested that the DuPage County Board of Health approve an increase in the current mileage rate from 50.5 cents per mile to 58.5 cents per mile effective August 1, 2008.

Ms. Rion moved for the approval of the Mileage Reimbursement. Mr. Brennan seconded the motion. Motion passed.

Mr. Merkel asked if the mileage reimbursement is identical to the County's and if we can automatically stay the same as the county.

President Kurzawa responded that we may not be able to do it automatically but, would have our State's Attorney Francis Cermak look into it.

PURCHASING

Mr. Merkel moved for Purchasing Items #8 (2) A-B to be combined. Ms. Rion seconded the motion. All were in favor. Motion passed.

S-BOS-08-09-110 – Second year bid renewal of contract to Haynes Electric for annual costs associated with various electrical work in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. The Procurement approval Checklist is included. Funds for the remainder of FY08 are budgeted, and funds for the contract period into next year have been included in the FY09 budget. Staff recommends approval of the expenditure in an amount not to exceed \$25,000. There is no cost increase from the last contract year.

S-BOS-08-06-077 – Second year bid renewal of contract to Anderson Elevator for annual costs associated with maintenance and repairs of elevator equipment in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. The Procurement approval Checklist is included. Funds for the remainder of FY08 are budgeted, and funds for the contract period into next year have been included in the FY09 budget. Staff recommends approval of the expenditure in an amount not to exceed \$20,000. There is a 50% cost decrease from the last contract year due to actual repair expenditures.

MOTION

The DuPage County Board of Health hereby approves the Purchasing Agenda Items # 8 (2) as presented.

The motion to approve the Combined New Business Items # 8 (2) A through B was made by Ms. Rion seconded by Mr. Merkel. A roll call vote was taken.

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

Nays: None

Motion passed.

GRANT ACCEPTANCE

GENETICS EDUCATION AND FOLLOW UP GRANT – COMMUNITY HEALTH SERVICES

Community Health Services, Genetics Program, wishes to accept a grant from the Illinois Department of Public Health for Genetics Education and Follow Up in the amount of \$30,000 for the period of July 1, 2008 through June 30, 2009. This grant is to be used to provide education and referral services to the population of newborns, children and adults whose genetic conditions necessitate coordinated health care services.

The grant amount of \$30,000 is the same as the amount budgeted for and received in FY 2008.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Genetics Education and Follow Up Grant in the amount of \$30,000 as presented.

ILLINOIS TOBACCO-FREE COMMUNITIES GRANT-COMMUNITY HEALTH SERVICES

Community Health Services wishes to accept a grant from the Illinois Department of Public Health for the Illinois Tobacco-Free Communities Grant of \$305,462 for the period of July 1, 2008 through June 30, 2009. The grant provides funding to address the goals of eliminating exposure to secondhand smoke, prevent tobacco use and/or promote cessation and identify tobacco related disparities among specific population groups.

The grant amount is a decrease of 2%, or \$6,234, from the grant received in FY 2008.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Illinois Tobacco-Free Communities Grant in the amount of \$305,462 as presented.

VISION AND HEARING PROGRAM GRANT – COMMUNITY HEALTH SERVICES

Community Health Services, Vision and Hearing Program, wishes to accept a grant from the Illinois Department of Public Health for Vision and Hearing services not to exceed \$47,000 for the period of July 1, 2008 through June 30, 2009. This grant is to be used to provide vision and hearing screenings. The grant amount of \$47,000 is the same as the amount budgeted for and received in FY 2008.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Vision and Hearing Program not to exceed \$47,000 as presented.

WISEWOMAN– COMMUNITY HEALTH SERVICES

Community Health Services, Wisewoman Program, wishes to accept a grant from the Illinois Department of Public Health for the Illinois Wisewoman Program in the amount of \$95,200 for the period of July 1, 2008 through June 30, 2009. This grant is to be used to provide cardiovascular screening and an intervention program for participants. The Wisewoman grant was budgeted in FY 2008 at \$91,775 but was reduced by 11%, or \$9,960, in June 2008. The FY 2009 grant for \$95,200 is a 4%, or \$3,425, increase over

the original FY 2008 grant and a 16%, or \$13,385, increase over the actual funding received for FY 2008.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Illinois Wisewoman Grant in the amount of \$95,200 as presented.

LOCAL HEALTH PROTECTION GRANT – DUPAGE COUNTY HEALTH DEPARTMEN

The DuPage County Health Department wishes to accept a grant from the Illinois Department of Public Health for Local Health Protection in the amount of \$706,195 for the period of July 1, 2008 through June 30, 2009. This grant is to be used for the various health protection initiatives.

The grant amount of \$706,195 is a 3%, or \$21,842, reduction from the \$728,037 received and budgeted for FY 2008.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Local Health Protection Grant in the amount of \$706,195 as presented.

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, 2008 through June 30, 2009. 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).

The grant amount of \$9,000 is the same as the amount budgeted for and received in FY 2008.

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.

UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT –
SUPPORTIVE HOUSING PROJECT GRANT – MENTAL HEALTH SERVICES

Mental Health Services wishes to accept a grant from the United States Department of Housing and Urban Development (HUD) in the amount of \$50,000 for the period July 1, 2008 through June 30, 2009. This funding represents the HUD's portion of the new housing initiative presented on 05/08/08 to add housing options for homeless individuals with serious mental illness. The rental cost of the units is being underwritten by this \$50,000.00 grant from HUD.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from United States Department of Housing and Urban Development (HUD) for the period July 1, 2008 through June 30, 2009 as presented.

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

Community Health Services and Mental Health Services received amendments to the Illinois Department of Human Services grants approved on 06/12/08. The original agreement totaled \$13,028,898 for the period of July 1, 2008 through June 30, 2009. The agreement has been reduced by .6%, or \$84,802. Reductions were made to the following:

Community Health Services	\$16,485
Mental Health Services	<u>68,317</u>
Total	\$84,802

Two Community Health Services programs were reduced: \$13,485 from Family Case Management and \$3,000 from the Teen Parenting Program. Mental Health Service fee-for-service billing limit was reduced by \$68,317.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the amendments from the Illinois Department of Human Services for a reduction of \$84,802 as presented.

DENTAL SEALANT GRANT – COMMUNITY HEALTH SERVICES

Community Health Services wishes to accept a grant from the Illinois Department of Public Health for the Dental Sealant Program in the amount of \$41,000 for the period of July 1, 2008 through June 30, 2009. This grant is to be used to apply dental sealants to children ages five through seventeen who are eligible for the program.

The grant amount of \$41,000 is a 2.5%, or \$1,000, increase over the \$40,000 that was received and budgeted for FY 2008.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Dental Sealant Program in the amount of \$41,000 as presented.

Mr. Thurston asked the question on what item 3a was all about and what is it used for? Do we get a report and can I see it?

Karen Ayala responded that the grant is awarded through IDPH and it involves genetic screening for pregnant woman. It's used to determine how many people in the State of Illinois is at risk for developing certain genetic conditions in the population. We do get a report and Karen will provide Mr. Thurston with one.

The motion to approve the Combined Grant Items # 8 (3) A through I was made by Mr. Grasso seconded by Ms. Rion. All were in favor. Motion passed.

PRESENTATION

Mike Kiep gave an overview of the FY2009 Budget.

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

NEXT MEETING – September 11, 2008

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

Dr. Doris requested a billing aging report become part of the board packet and had some concerns on the Director/Officers insurance. He would like some updated information on how the company is doing in these economic times.

President Kurzawa responded that we would provide him with the information.

ADJOURNMENT

Dr. Wilson made the motion to adjourn. Mr. Brennan seconded it. The meeting adjourned at 5:20 p.m.

Respectfully submitted,

Scott J. Cross, Secretary
DuPage County Board of Health