

DUPAGE COUNTY BOARD OF HEALTH

Minutes of the Meeting

Wheaton, Illinois

March 12, 2009

Board Members Present	Scott Cross, Dr. Peter Doris, Kyle Gilgis, Linda Kurzawa, Edward Merkel, Dr. Robert Walz, and Dr. Lanny Wilson
Board Members Absent	Dennis Brennan, Gary Grasso, Dolores Kopp and Charlie Thurston
Board Treasurer Present	John Novak
Leadership Staff Present	Karen Ayala, Dave Christiansen, Dr. Rashmi Chugh, Kevin Dixon, Dan Harris, Dave Hass, Mary Lally, and Maureen McHugh
Health Department Staff Present	Pam Christell, Pat DelMastro, Cathy O'Reilly, Kim Siebert, Jeff Swim, Stacey Hoferka, Mary Prignano, Mike Keip, Sue Kowalczyk, and Katy Yee
Public Present	Mahuish Jaued, Melissa LoPinto, and Julie Kander from University of Chicago

PRESIDENT'S REMARKS

As was discussed at the February Board of Health Retreat we are trying a new format with the Committee of the whole to be more informed of what's going on in the Health Department as well as the community.

CALL TO ORDER

President Kurzawa called the March Board of Health (BOH) meeting to order at 7:35 p.m. There were seven members present for a quorum. See list above.

EXECUTIVE REPORT – Ms. McHugh reminded the Board of the Local Public Health Assessment on March 18th. Also, the CDC will be at the Health Department doing the SNS Audit on March 19th.

APPROVAL OF MINUTES

Mr. Merkel moved for approval of the minutes of the February 7, 2009 meeting. Mr. Cross seconded the motion. Motion passed.

TREASURER'S REPORT

Mr. Novak reported the beginning balance in Fund 70 as of February 200 was \$15,021,030.03 During the month of February we had receipts of \$1,262,227.60 with

disbursements of \$3,527,516.30 leaving us a February ending balance in Fund 70 of \$12,755,741.33

With earnings this year of approximately \$55,078.74

Mr. Cross moved for the approval of the Treasurer's Report for the month of February 2009. Dr. Wilson seconded the Motion. Motion passed.

PUBLIC COMMENT

There were no public comments.

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 12/11/08 to 02/27/09.

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 2009 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 2009 budget as set forth in the attached Schedule of Transfers.

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

Ayes: Mr. Merkel, Dr. Walz, Dr. Wilson, President Kurzawa,
Mr. Cross, Dr. Doris and Ms. Gilgis

Nays: None

Motion Passed.

OLD BUSINESS

None

NEW BUSINESS

REVISION TO PERSONNEL POLICIES

It is the practice of the Board of Health to approve and adopt Personnel Policies that provide employees with an accurate employment and benefits resource.

From time to time, it is necessary for the Human Resources staff to review such policies to ensure that they are current with State and Federal laws, as well as the mission, philosophy and practices of the Health Department.

Effective January 16, 2009, the Department of Labor has issued revisions to the Family Medical Leave Act of 1993. Consequently, the following updates to Personnel Policy, 4.10, Family Leave are being recommended in order to comply with the updated regulations.

MOTION

The DuPage County Board of Health hereby approves the adoption of the Personnel Policy revisions as recommended.

Ms. Gilgis moved for the approval of Item # 9 (1). Mr. Cross seconded.
Motion passed.

Mr. Merkel made a motion to combine Items # 9 (2) A and B. Mr. Cross seconded.
Motion passed.

PURCHASING

C-CHS-02-07-096 – Third year bid award renewal to Stanbio Laboratory for costs associated with in-house diagnostic testing supplies 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 have been budgeted for these supplies and staff recommends approval of the expenditure not to exceed \$30,000. There is no cost increase from last year.

S-BOS-02-10-094.a – Second year bid award renewal to Classic Landscape for costs associated with lawn care and snow plowing for department properties 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 have been budgeted for these services and staff recommends approval of the expenditure in an amount not to exceed \$140,000. This dollar amount represents an increase of 2.5% for lawn care and 11.5% in snow plowing. The majority of the increase on the snow plowing end is due to salt pricing.

MOTION

The DuPage County Board of Health hereby approves the Purchasing Agenda Items # 9 (2) A and B as presented.

The motion to approve the Combined New Business Items # 9 (2) A and B was made by Mr. Merkel seconded by Mr. Cross. A roll call vote was taken.

Ayes: Mr. Merkel, Dr. Walz, Dr. Wilson, President Kurzawa,
Mr. Cross, Dr. Doris, and Ms. Gilgis

Nays: None

Motion passed.

GRANT ACCEPTANCE

Mr. Merkel made a motion to combine Items # 9 (3) A through D. Mr. Cross seconded. Motion passed.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH GRANT – BREAST AND CERVICAL CANCER PROGRAM

Community Health Services wishes to accept an increase of \$55,000 from the Illinois Department of Public Health for the Breast and Cervical Cancer Program. The increase is for the same period as the underlying grant: July 1, 2008 through June 30, 2009. This is an 8% increase and brings to total grant to \$721,180. The grant was included in the FY 2009 Budget at \$666,180.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant increase from the Illinois Department of Public Health for the Breast and Cervical Cancer Program as presented.

ILLINOIS PUBLIC HEALTH ASSOCIATION HIV/AIDS PREVENTION GRANT – EMERGENCY AND DISEASE CONTROL SERVICES

Emergency and Disease Control Services, AIDS Program, wishes to accept a grant from the Illinois Public Health Association in the amount of \$132,500 for the HIV/AIDS Prevention Program. The grant period is January 1, 2009 through December 31, 2009. This is a decrease of \$7,500 or 5% from last year's funding. The grant was included at \$140,000 in the FY 2009 Budget.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Public Health Association for HIV/AIDS Prevention as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH WEST NILE VIRUS PROTECTION GRANT – ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services wishes to accept a grant from the Illinois Department of Public Health for \$245,511.33 for West Nile Virus protection. The grant period is from April 1, 2009 through March 31, 2010. This is an increase of \$15,832.33 or 7% over the prior year's funding. The grant was included at \$229,679.00 in FY 2010 Budget.

MOTION

The DuPage County Board of Health hereby approves the acceptance of this grant from the Illinois Department of Public Health for West Nile Protection as presented.

LILLY USA LLC – MENTAL HEALTH SERVICES

Mental Health Services wishes to accept a grant from Lilly USA, LLC to defer some of the costs associated with a June 4, 2009 training the Mental Health staff is preparing. The grant is for \$5,000.00 and is restricted to use for this training, Innovative Approaches to Mental Health Courts.

The purpose of the grant is to subsidize part of the costs associated with this event on June 4, 2009. This is new funding and was not included in the FY 2009 Budget.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from Lilly USA, LLC as presented.

The motion to approve the Combined New Business Items # 9 (3) A through D was made by Ms. Gilgis seconded by Mr. Cross. A roll call vote was taken.

Ayes: Ms. Gilgis, Mr. Merkel, Dr. Walz, Dr. Wilson
President Kurzawa, Mr. Cross, and Dr. Doris

Nays: None

Motion Passed.

NEW DUPAGE COUNTY ORDINANCE –0000-09

This new County ordinance places restrictions on water well construction as a result, Board of Health approval is necessary before being received by the County Board. This new ordinance prohibits the use of groundwater as a potable water supply by the installation or use of potable water supply wells at the Nike Sports Complex, Naperville, Illinois. This ordinance does not amend or change anything in the Health Department's Article 18-401.8 of the Private Water Supply Ordinance.

Ms. Gilgis moved for the approval of Item # 9 (4). Mr. Cross seconded.
Motion passed.

NEXT MEETING – April 9, 2009

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 7:49 p.m.

Respectfully submitted,

Scott J. Cross, Secretary
DuPage County Board of Health