

DUPAGE COUNTY BOARD OF HEALTH

Minutes of the Meeting

Wheaton, Illinois

April 9, 2009

Board Members Present	Dennis Brennan, Dr. Peter Doris, Kyle Gilgis, Dolores Kopp, Linda Kurzawa, Dr. Robert Walz, and Dr. Lanny Wilson
Board Members Absent	Scott Cross, Gary Grasso, Edward Merkel and Charlie Thurston
Board Treasurer Present	John Novak
Leadership Staff Present	Karen Ayala, Dave Christiansen, Kevin Dixon, Dan Harris, Dave Hass, Mary Lally, and Maureen McHugh
Health Department Staff Present	Maria Uribe, Pat Flaherty, Cathy O'Reilly, Jeff Swim, Mike Keip, Sue Kowalczyk, Bette Lawrence-Water and Katy Yee
Public Present	24 of Bette Lawrence-Water's students from Benedictine University

PRESIDENT'S REMARKS

President Kurzawa welcomed all the students from Benedictine University, also Mr. Merkel was absent from the meeting tonight due to his wife Katherine having triple bypass surgery. President Kurzawa also congratulated Mr. Brennan for being elected to the school board and Mr. Grasso for being re-elected as Mayor of Burr Ridge.

CALL TO ORDER

President Kurzawa called the April Board of Health (BOH) meeting to order at 6:55 p.m. There were seven members present for a quorum. See list above.

EXECUTIVE REPORT – Ms. McHugh had no report.

APPROVAL OF MINUTES

Ms. Gilgis moved for approval of the minutes of the March 12, 2009 meeting. Dr. Wilson seconded the motion. Motion passed.

TREASURER'S REPORT

Mr. Novak reported the beginning balance in Fund 70 as of March 2009 was \$12,755,741.33 During the month of March we had receipts of \$1,568,498.67 with disbursements of \$2,765,413.81 leaving us a March ending balance in Fund 70 of \$11,558,826.19

With earnings this year of approximately \$61,036.39

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

PUBLIC COMMENT

There were no public comments.

CONSENT ITEMS

Mr. Brennan made a motion to combine Items # 7 A and B. Dr. Wilson seconded. Motion passed.

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 03/05/09 to 03/31/09.

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. Brennan moved for the approval of the Consent Items. Dr. Wilson seconded the motion. A roll call vote was taken.

Ayes: Mr. Brennan, Dr. Doris, Ms. Gilgis, Ms. Kopp
Dr. Walz, Dr. Wilson, President Kurzawa

Nays: None

Motion Passed.

OLD BUSINESS

None

NEW BUSINESS

Ms. Kopp made a motion to combine Items # 9 (1) A through F. Dr. Wilson seconded. Motion passed.

PURCHASING

C-EHS-03-13-130 – Purchase from Adapco, Inc. for RAMP West Nile Virus tests in accordance with Article 4, Part A, Section 4-105, Sole Source, of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist and Justification for Sole Source Form are included. Funds have been budgeted for this purchase and are covered entirely by grant dollars, and staff recommends approval of the expenditure in an amount not to exceed \$28,000.00.

C-BOS-04-09-145 – Purchase from the State of Illinois for equipment for Cornerstone services in accordance with Article 4, Part A, Section 4-105, Sole Source, of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist and Justification for Sole Source Form are included. Funds are available in the FY09 budget for this purchase, and staff recommends approval of the expenditure in the amount of \$36,828.00.

C-CHS-06-14-104 and C-CHS-06-14-104.a – Purchase of flu vaccine from Novartis, in accordance with Article 4, Part A, Section 4-107, and from Sanofi Pasteur, in accordance with Article 4, Part A, Section 4-105, Sole Source, of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist and Justification for Sole Source Form are included. Funds have been budgeted for this purchase, and staff recommends approval of the expenditure in an amount not to exceed \$25,706.60. This dollar amount reflects a 111.26% decrease from last year (\$28,603.10) due to a reduction in the amount ordered as a result of the success of the partnership program.

C-BOS-02-07-097 – Third year bid award renewal to Inlander Brothers for custodial 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 in an amount not to exceed \$40,000. This dollar amount reflects a 7.5% decrease from last year based upon actual purchases.

S-BOS-03-13-131 – Second year bid award renewal to Armbrust Plumbing for costs associated with plumbing services 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 \$30,000. There is no cost increase from last year.

P-BOS-09-08-141 – Change Order for McGuire Woods, Professional Services contract in accordance with Article 4, Part D, Section 4-405 of the DuPage County Health Department Procurement Policy. The Request For Change Order is included.

Funds are available in the FY09 budget for this change order, and staff recommends approval of the change order in the amount of \$30,000.00.

MOTION

The DuPage County Board of Health hereby approves the Purchasing Agenda Items # 9 (1) A through F as presented.

The motion to approve the Combined New Business Items # 9 (1) A through F was made by Dr. Wilson seconded by Ms. Gilgis A roll call vote was taken.

Ayes: Dr. Wilson, President Kurzawa, Mr. Brennan, Dr. Doris, Ms. Gilgis, Ms. Kopp and Dr. Walz

Nays: None

Motion passed.

GRANT ACCEPTANCE

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT – MENTAL HEALTH SERVICES

Mental Health Services wishes to accept a grant from the U.S. Department of Housing and Urban Development for the Continuum of Care Homeless Assistance program. The grant is for \$625,914 and covers the period February 1, 2009 through January 31, 2010. The purpose of the grant is to assist in funding two programs, the SAIL Housing Program and the Cluster Apartment program, by subsidizing part of the costs associated with housing homeless clients.

This funding was anticipated in the FY 2009 budget. The actual award of \$625,914 is \$14,197 or 2% higher than budgeted.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the U.S. Department of Housing and Urban Development as presented.

The motion to approve the New Business Items # 9 (2) A was made by Ms. Gilgis seconded by Mr. Brennan. A roll call vote was taken.

Ayes: Ms. Gilgis, Ms. Kopp, Dr. Walz, Dr. Wilson President Kurzawa, Mr. Brennan, and Dr. Doris

Nays: None

Motion Passed.

NEXT MEETING – May 14, 2009

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

ADJOURNMENT

Ms. Gilgis made the motion to adjourn. Dr. Wilson seconded it. The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Scott J. Cross, Secretary
DuPage County Board of Health