

# DUPAGE COUNTY BOARD OF HEALTH

## Minutes of the Meeting

Wheaton, Illinois

August 13, 2009

Board Members Present	Dennis Brennan, Scott Cross, Dr. Peter Doris, Kyle Gilgis, Dolores Kopp, Linda Kurzawa, Edward Merkel, Dr. Robert Walz, and Dr. Lanny Wilson. Mr. Grasso was not in attendance during roll call.
Board Members Absent	Charlie Thurston
Board Treasurer Present	John Novak
Leadership Staff Present	Karen Ayala, Dave Christiansen, Dr. Rashmi Chugh, Kevin Dixon, Dave Hass, and Maureen McHugh
Health Department Staff Present	Maria Uribe, Pat Flaherty, Pat Delmastro, Cathy O'Reilly, Jeff Swim, Mike Keip, Katy Yee, Sue Kowalczak, Mary Prignano, Jane Zimmerman, Hollie Myers, Marilan Huang, Marie Doll and Kristen Hartsaw
Public Present	Rob Douglas from State's Attorney's office and Tim Trotter from DuPage County

### **PRESIDENT'S REMARKS**

President Kurzawa thanked Mr. Rob Douglas for joining us in place of Mr. Cermak. President Kurzawa also thanked Ms. Kyle Gilgis who is retiring from the Board and presented Ms. Gilgis with a recognition award.

### **CALL TO ORDER**

President Kurzawa called the August Board of Health (BOH) meeting to order at 7:40 p.m. There were nine members present for a quorum. See list above.

### **APPROVAL OF MINUTES**

Mr. Merkel moved for approval of the minutes of the June 11, 2009 meeting. Mr. Brennan seconded the motion. Motion passed.

### **TREASURER'S REPORT**

Mr. Novak reported the beginning balance in Fund 70 as of June 2009 was \$9,095,074.40. During the month of June we had receipts of \$8,197,379.10 with disbursements of \$2,930,511.34 leaving us a June ending balance in Fund 70 of \$14,361,942.16

With earnings this year of approximately \$87,172.05

The beginning balance in Fund 70 as of July 2009 was \$14,361,942.16 During the month of July we had receipts of \$2,586,641.42 with disbursements of \$3,944,992.80 leaving us a July ending balance in Fund 70 of \$13,003,590.78

With earnings this year of approximately \$94,024.48

Ms. Gilgis moved for the approval of the Treasurer's Report for the month of June and July 2009. Mr. Cross seconded the Motion. Motion passed.

**PUBLIC COMMENT**

No Public Comment

**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 05/01/09 to 07/31/09.

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

Ayes: Mr. Cross, Dr. Doris, Ms. Gilgis, Mr. Grasso not in attendance for vote, Ms. Kopp, Mr. Merkel, Dr. Walz, Dr. Wilson, President Kurzawa, and Mr. Brennan

Nays: None

Motion Passed.

**OLD BUSINESS**

2008 Annual Financial Report

**NEW BUSINESS**

Mr. Merkel made a motion to combine Items # 8 (1) A through D. Ms. Gilgis seconded.

**PURCHASING**

C-BOS-09-07-121.a – Purchase of carpeting and wall base for lower level of the Southeast Public Health Center from Mannington Commercial, joint purchase, in accordance with Article 4, Part A, Section 4-107 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included.

Funds for this expenditure are available in the FY09 budget. Staff recommends approval of the expenditure in an amount not to exceed \$32,000.00.

S-BOS-08-09-112.a – Contract to AT & T for annual costs associated with landline local and long distance phone services under DuPage County contract for local call pricing, and under State of Illinois contract for long distance pricing in accordance with Article 4, Part A, Section 4-107 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds for this expenditure are available in the FY09 budget and will be included in the FY 2010 budget. Staff recommends approval of contract to AT & T in an amount not to exceed \$35,000.00. This represents a 25% decrease in annual expenditures from prior vendor.

P-BOS-06-06-069 – Change Order for Netsmart, Professional Services contract for development 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 for this Change Order are available in the FY09 budget. Staff recommends approval of the Change Order in an amount not to exceed \$90,000.00 through the end of the fiscal year.

PEDC0813149 – Professional Services for CPR/AED training to Code Red in accordance with Article 4, Part A, Section 4-108 of the DuPage County Health Department Procurement Policy. Contract term through August 12, 2010. The Procurement Approval Checklist and Decision Memo are included. Funds for this expenditure are available in the budget. Staff recommends approval of the expenditure in an amount not to exceed \$35,000.00.

### **MOTION**

The DuPage County Board of Health hereby approves the Purchasing Agenda Items # 8 A through D as presented.

Discussion was held:

Dr. Doris asked about Netsmart billing system and if the Medicare bills were going out.

Ms. McHugh responded that yes, the agency has maintained billing throughout the conversion to Netsmart.

Ms. McHugh explained that Medicare clients comprise a very low percentage of the population we serve. Our average mental health client is Medicaid and not Medicare. We used to serve some seniors during flu season, but now many of those clients receive their vaccinations through our partnerships with retail pharmacies as well as private providers. Therefore, we serve a very low proportion of Medicare clients, and focus more on women and children as well as mental health clients.

Mr. Cross asked about joint purchasing agreements and used the example of the purchasing item #8 (1) A. How do we know that's the best deal?

Pat Flaherty explained that joint purchasing provides a mechanism for governmental agencies to procure goods and services that have been competitively bid. In the case of the carpet purchasing item, the National Intergovernmental Purchasing Alliance Company, through a competitively solicited request for bid awarded by McHenry County, selected Mannington Commercial as the lone flooring manufacturer and provides a 48 - 52% off list price for carpeting. In the case of the local and long distance calling services, due to the larger volume of Dupage County for local calling services, and the large volume for long distance calling through the State, the department is able to achieve a cost savings as compared to going out to bid for the Department's local and long distance calling packages individually.

The motion to approve the Combined New Business Items #8 (1) A through D was made by Dr. Wilson, seconded by Mr. Merkel. A roll call vote was taken.

Ayes: Dr. Wilson, President Kurzawa, Mr. Brennan, Mr. Cross,  
Dr. Doris, Ms. Giligis, Mr. Grasso not in attendance for vote,  
Ms. Kopp, Mr. Merkel and Dr. Walz

Nays: None

Motion passed.

#### **GRANT ACCEPTANCE**

Dr. Wilson made a motion to combine Items # 8 (2) A through D. Ms. Giligis seconded.

Motion passed.

#### **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. The funding is \$151,477 for the period of March 1, 2009 through February 28, 2010. The grant supports case management and other services supplied through the AIDS program.

This award is a \$12,332 or 8% decrease over the FY 2009 funding of \$163,809. A decrease was expected, so the FY 2009 Budget included \$148,035 for this grant. The award is \$3,442 or 2% higher than the \$148,035 budgeted for FY 2009.

#### **MOTION**

The DuPage County Board of Health hereby approves the acceptance of the grant from the AIDS Foundation of Chicago/Ryan White Part A as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH – ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services, Food Program, wishes to accept a fee-for-service grant from the Illinois Department of Public Health for Summer Food Inspection of up to \$400 for the period of May 1, 2009 through August 31, 2009. This grant is to be used to conduct inspections of food service management companies.

The grant amount of \$400 is \$800 less than the amount approved for FY 2009 and \$800 less than the FY 2009 Budget.

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the fee-for-service grant from the Illinois Department of Public Health for the Summer Food Program as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH – ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services, Recreational Sanitation Program, wishes to accept a fee-for-service grant from the Illinois Department of Public Health for Tanning Facility Permits of up to \$8,500 for the period of July 1, 2009 through June 30, 2010. 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 \$8,500 is \$500 less than the amount approved for FY 2009 and \$500 less than the FY 2009 Budget.

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the fee-for-service grant from the Illinois Department of Public Health for Tanning Facility Permits as presented.

ILLINOIS DEPARTMENT OF HUMAN SERVICES – MENTAL HEALTH SERVICES

Mental Health Services wishes to a contract from the Illinois Department of Human Services, Division of Mental Health, for the SASS (screening, assessment and support services) Program. The fee-for-service contract covers the period July 1, 2009 through June 30, 2010.

The reimbursement rates for services provided remain at the at FY 2009 levels. The program was budgeted at \$1,015,772 for FY 2009.

## MOTION

The DuPage County Board of Health hereby approves the acceptance of the fee-for-service contract from the Illinois Department of Human Services, Division of Mental Health, for the SASS Program as presented.

The motion to approve the New Business Items #8 (4) A and B was made by Mr. Cross seconded by Mr. Brennan. A roll call vote was taken.

Ayes: Mr. Cross, Dr. Doris, Ms. Gilgis, Mr. Grasso not in attendance for vote, Ms. Kopp, Mr. Merkel, Dr. Walz, Dr. Wilson, President Kurzawa and Mr. Brennan

Nays: None

Motion Passed.

### **NEXT MEETING – September 10, 2009**

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

### **ADJOURNMENT**

Mr. Cross made the motion to adjourn. Dr. Doris seconded it. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

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Scott J. Cross, Secretary  
DuPage County Board of Health