

DUPAGE COUNTY BOARD OF HEALTH

Minutes of the Meeting

Wheaton, Illinois

October 8, 2009

Board Members Present	Dennis Brennan, Scott Cross, Dolores Kopp, Edward Merkel, Patrick O'Shea, Dr. Robert Walz, and Dr. Lanny Wilson. Linda Kurzawa by teleconference
Board Members Absent	Dr. Doris, Gary Grasso, Charlie Thurston
Board Treasurer Present	John Novak
Leadership Staff Present	Karen Ayala, Dave Christiansen, 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, Alex Farooq, Sue Kowalczak,, George DeTella, Mary Prignano, Patty Demuro & Kathleen Browning
Public Present	No Public Present

PRESIDENT'S REMARKS

President Kurzawa, by teleconference welcome new board member Patrick O'Shea to the Board of Health. President Kurzawa also thanked Health Department staff for a job well done with the 2010 Budget. Also reminded everyone that October is Breast Cancer month.

CALL TO ORDER

Vice President Wilson called the October Board of Health (BOH) meeting to order at 6:17p.m. There were seven members present for a quorum. See list above.

APPROVAL OF MINUTES

Mr. Merkel moved for approval of the minutes of the September 10, 2009 meeting.
Mr. Cross seconded the motion. Motion passed.

TREASURER'S REPORT

Mr. Novak reported the beginning balance in Fund 70 as of September 2009 was \$11,824,530.75. During the month of September we had receipts of \$9,510,306.15 with disbursements of \$2,950,683.08 leaving us a September ending balance in Fund 70 of \$18,384,153.82

With earnings this year of approximately \$106,353.30

Mr. Cross moved for the approval of Treasurer's Report for the month of September 2009. Mr. Merkel seconded the Motion. Motion passed.

PUBLIC COMMENT

No Public Comment

RESOLUTION

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 16, 2009 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 16, 2009 as National Mammography Day, as presented.

President Kurzawa moved for the approval of the motion. Ms. Kopp seconded the motion. Motion passed.

Scott Cross presented Karen Ayala with the resolution.

The signed resolution is included with the official copy of the minutes.

CONSENT ITEMS

Mr. Merkel made a motion to combine Items # 7 A and B. Mr. Cross 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 08/26/09 to 09/30/09.

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. Cross moved for the approval of the Consent Items. Mr. Brennan seconded the motion.

Motion Passed.

OLD BUSINESS

None

NEW BUSINESS

FY 2010 BUDGET – BUSINESS OPERATIONS SERVICES

Business Operations Services has finalized the FY 2010 Budget proposal for your consideration. This proposal, prepared and approved by Health Department Leadership, balances projected revenues with expenditures for the General Fund (70), Social Security Fund (71) and IMRF Fund (72). This proposal also includes \$3,000,000 in balanced revenue and expenditures for Grant Applications. Grant Applications allow the Board of Health to accept additional or unforeseen grant funding during the fiscal year without requiring an amended budget.

Business Operations Services is requesting that the DuPage County Board of Health adopt the FY 2010 Budget contingent upon DuPage County Board approval.

Mr. Brennan moved for the approval of the FY 2010 Budget. Mr. Cross seconded the motion. A roll call vote was taken.

Ayes: Mr. Brennan, Mr. Cross, Ms. Kopp, Mr. Merkel, Mr. O’Shea
Dr. Walz, Dr. Wilson, and President Kurzawa

Nays: None

Motion Passed.

The motion to approve the Combined New Business Items # 9 (2) A through F was made by Ms. Kopp seconded by Mr. Cross. A roll call vote was taken.

PURCHASING

S-EHS-09-10-150 – Request for Proposal award to Garrison Enterprises, Inc., for a field electronics system in accordance with Article 4, Part A, Section 4-104 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds for the expenditure are available in the FY09 budget. Staff recommends approval of the expenditure in an amount not to exceed \$100,000.00.

P-EDC-04-07-099 – Professional Services contract to Integrated Solutions Consulting to continue development and implementation of the department’s Comprehensive Emergency Management Plan in accordance with Article 4, Part A,

Section 4-108 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist and Decision Memo are included. Funds for FY09 have been budgeted and are covered in full by grant dollars. Staff recommends approval of the contract with Integrated Solutions Consulting in an amount not to exceed \$70,000.00. This is a cost decrease of 25.7% and reflects the level of the scope of services.

C-EHS-03-08-130 – Change Order for Adapco to purchase additional West Nile Virus testing kits, 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 \$14,000.00 through the end of the current contract.

C-EDC-10-08-155 – Purchase of Ricoh copier from CORE Print Solutions, 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 and are fully covered by grant dollars. Staff recommends approval of the expenditure in an amount not to exceed \$60,052.00.

S-EDC-10-08-154 – Purchase of video conferencing equipment from CDW-G, 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 and are fully covered by grant dollars. Staff recommends approval of the expenditure in an amount not to exceed \$157,093.72.

P-CHS-10-08-156 – Professional services agreement with the Illinois Public Health Association to participate in the AmeriCorps program 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 \$52,200.00.

MOTION

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

Mr. O’Shea moved for the approval of the New Business Item # 9 (2) A through F. Mr. Cross seconded the motion. A roll call vote was taken

Ayes: Mr. O’Shea, Dr. Walz, Dr. Wilson, President Kurzawa,
Mr. Brennan, Mr. Cross, Ms. Kopp and Mr. Merkel

Nays: None

Motion passed.

GRANT ACCEPTANCE

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

Motion passed.

ILLINOIS DEPARTMENT OF TRANSPORTATION – COMMUNITY HEALTH SERVICES

Community Health Services wishes to accept a grant from the Illinois Department of Transportation, Division of Traffic Safety, for \$36,369 for the period of October 1, 2009 through September 30, 2010. The grant provides funding to purchase child safety seats and to provide child safety seat education for low-income families served in the WIC Program. The grant also includes funding for staff travel and training for the program.

This new grant was not included in the FY 2010 Budget.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Transportation, Division of Traffic Safety, as presented.

NATIONAL NETWORK OF LIBRARIES OF MEDICINE – COMMUNITY HEALTH SERVICES

Community Health Services, WIC Program, wishes to accept a grant from the National Network of Libraries of Medicine, administered by the University of Illinois at Chicago, for \$26,327 for the period of August 1, 2009 through July 31, 2010. The grant provides funding for computers and kiosks in the five WIC clinic sites and reimbursement for staff salary costs associated with the program. The computers, with specifically designed web pages, will provide online links to health and nutritional information for multilingual and multicultural WIC clients.

This new grant was not included in the FY 2010 Budget.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the National Network of Libraries of Medicine, administered by the University of Illinois at Chicago, as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH – EMERGENCY AND DISEASE CONTROL SERVICES

Emergency and Disease Control Services wishes to accept a grant from the Illinois Department of Public Health for Cities Readiness Initiative Grant in the amount of \$155,859 for the period of August 1, 2009 through July 31, 2010. This grant is to be used to participate in cities readiness initiatives.

The grant amount is an increase of \$11,063 or 8% from the FY 2009 award of \$144,796. This grant was budgeted at \$200,202 for FY 2009.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Cities Readiness Initiative Grant as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH GRANT – EMERGENCY AND DISEASE CONTROL

Emergency and Disease Control wishes to accept additional funding of \$29,000 for the Illinois Department of Public Health Grant for TB Directly Observed Therapy. This amendment covers the period July 1, 2009 through December 31, 2009. The grant funds will be used for case management, travel costs, incentives and other expenses to support treatment of active tuberculosis disease.

The total received for the grant, with the amendment, is \$64,442. This is an increase of \$16,942 or 36% over the \$47,500 budgeted for FY 2009.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the amendment from the Illinois Department of Public Health for TB Directly Observed Therapy as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH – EMERGENCY AND DISEASE CONTROL

Emergency and Disease Control wishes to accept a grant from the Illinois Department of Public Health for Public Health Emergency Response (PHER) in the amount of \$1,012,210. The grant covers the period July 31, 2009 through July 30, 2010. The grant provides funding for services related to pandemic influenza.

The grant of \$1,012,210 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 the Illinois Department of Public Health for the Public Health Emergency Response (PHER) as presented.

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

Ayes: Mr. Cross, Ms. Kopp, Mr. Merkel, Mr. O’Shea, Dr. Walz, Dr. Wilson, President Kurzawa and Mr. Brennan

Nays: None

Motion Passed.

NEXT MEETING – November 12, 2009

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

ADJOURNMENT

Mr. Cross made the motion to adjourn. Ms. Kopp seconded it. The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Scott J. Cross, Secretary
DuPage County Board of Health