

# DUPAGE COUNTY BOARD OF HEALTH

## MEETING MINUTES

Wheaton, Illinois

April 13, 2023

Board Members Present: Dr. Douglas Chang, Mindy Finch, Janice Guider, Saba Haider, Dr. Nadeem Hussain, Dr. Uzma Muneer, Dr. W. Daniel Perez, Dr. Lawrence Schouten, President Sam Tornatore

Board Members Absent: Lynn LaPlante, Dr. Lanny Wilson

State's Attorney: Lisa Smith, Trevor Prindle

Leadership Staff Present: Karen Ayala, Kathy Carey, Dr. Rashmi Chugh, Adam Forker, Andrea Gargani, Jeff Lata,

Health Department Staff Present: Dennis Brennan, Penny Chanez, Pat Flaherty, Mike Kiep, Becky McFarland, Mila Tsagalis

Public Present: Ms. Karen Rugg, Mr. Samrez Jakvani

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**CALL TO ORDER:** The April 13, 2023 meeting of the Board Health was called to order at 6:19PM. Nine members were present. Quorum was met.

### **2. PUBLIC COMMENT**

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Karen Rugg addressed the board on the ongoing flooding concerns at her residence in Itasca and adjacent properties including a nursing home. Ms. Rugg also shared photos with board members.

Samrez Jakvani addressed the board expressing his interest in the position of Executive Director after learning of Director Ayala's recent announcement of her retirement in June.

### **3. PRESIDENT'S REMARKS**

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President Tornatore welcomed everyone to the April meeting of the Board of Health and provided the following remarks.

- President Tornatore welcomed the newest member appointed to the Board, Dr. Perez who is a pediatrician practicing in Addison.
- President Tornatore reminded all members to complete and file their annual Economic Interest statement with the County Clerk's office. Submissions are due by May 1; late filings will incur a cost.
- There will be a need for an executive session.

### **4. PUBLIC HEALTH UPDATES**

Director Ayala shared updates on the Health Department's social media presence and staff related agency events that occurred during National Public Health Week. Ms. Ayala also shared that the focus of the May Board of Health meeting will be the annual Employee Recognition.

Becky McFarland, Population Health Coordinator provided a presentation on the Health Department’s Impact DuPage, a multisector partnership working to create a shared understanding of community needs, priorities, disparities, then using that knowledge to proper actions that improve the well-being of the DuPage County Community. The efforts are data driven, collaborative, equity-focused and accountable.

**5. APPROVAL OF MINUTES**

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President Tornatore asked for a motion to accept the March 11, 2023 minutes as presented. Dr. Chang motioned for the approval of the minutes of the March 11, 2023 meeting of the Board of Health. Seconded by Ms. Finch.

**Motion Passed**

**6. TREASURER’S REPORT**

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Mike Kiep presented the February 2023 Treasurers report. President Tornatore asked for a motion to accept the February Treasurer’s Report as presented. Dr. Schouten motioned to accept the treasurer’s report as presented. Ms. Finch seconded the motion.

**Motion Passed**

<b>TOTAL Health Department Funds:</b>
Beginning Balance as of 2/01/2023: \$ 52,365,551.98
Total Receipts: \$ 2,629,043.51
Total Disbursements: \$ 3,481,490.21
Total Ending Balance as of 2/28/2023: \$ 51,513,105.28
FY 2022 Interest Earnings for February 2023: \$ 137,058.13 YTD: \$ 421,981.74

**7. CONSENT ITEMS**

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**7:1 Human Resource Transactions – Business Operations Services**

President Tornatore asked for a motion to accept the Human Resource’s transactions as presented. Ms. Finch motioned to approve. Seconded by Dr. Schouten.

**Motion Passed.**

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 2/24/2022 and 04/17/2023.

## 8. ACTION ITEMS

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### *8:1 –Grant Acceptances*

President Tornatore asked for a motion to approve the grant amendment item # 8 -1(a) as presented. Ms. Finch motioned to approve the grant amendment item #8-1(a) as presented. Seconded by Dr. Schouten.

#### **Motion Passed**

#### ILLINOIS DEPARTMENT OF HUMAN SERVICES – FAMILY CASE MANAGEMENT – PUBLIC HEALTH SERVICES – ALL OUR KIDS EARLY CHILDHOOD NETWORKS (AOK NETWORKS) – FIRST AMENDMENT

Public Health Services wishes to accept a grant amendment from the Illinois Department of Human Services for the All Our Kids Early Childhood Networks Initiative in the amount of \$ 1,297. The purpose of this grant is to ensure the healthy growth and optimal development of young children in the context of their families. This will be achieved through the development of a local network of integrated service delivery across health, early care and education, human service, and other service systems. The original contract term of July 1, 2022, through June 30, 2023, remains with the new award amount of \$181,297 reflecting an increase of \$1,297 compared to the prior contract amount.

This is grant is included in the FY 2023 Health Department Original Budget at \$180,000.

#### **MOTION**

The DuPage County Board of Health hereby approves the acceptance of the grant amendment from the Illinois Department of Human Services as presented.

President Tornatore asked for a motion to approve grant amendment #8 -1(b) as presented.

Ms. Guider motioned to approve grant amendment #8-1(b) as presented. Seconded by Dr. Schouten.

#### **Motion Passed**

#### ILLINOIS DEPARTMENT OF PUBLIC HEALTH – PUBLIC HEALTH SERVICES - DISEASE INTERVENTION SPECIALIST (DIS)- FIRST AMENDEMENT

Public Health Services wishes to accept a grant amendment from the Illinois Department of Public Health, in the amount of \$200,000 and extends the contract end date to December 31, 2025. The new award amount total is \$350,000. The purpose of this grant is to support Disease Intervention Specialist (DIS) infrastructure and workforce development, COVID-19 efforts and to expand disease surveillance. The funding from the DIS Workforce Development Support grant would prevent further transmission of STIs and other infectious diseases in DuPage County by increasing recruitment and training opportunities. The grant period for this agreement is July 1, 2022, through December 31, 2025.

This is grant is included in the FY 2023 Health Department Original Budget at \$150,000.

#### **MOTION**

The DuPage County Board of Health hereby approves the acceptance of the grant amendment from the Illinois Department of Public Health as presented.

### **8:2 Purchasing**

President Tornatore asked for a motion to combine purchasing items # 8-2 (a-f)

Ms. Finch motioned to combine the purchasing items # 8-2 (a-f). Seconded by Ms. Guider.

**Motion Passed**

President Tornatore asked for a motion to approve purchasing items #8-2 (a-fj) as presented.

Ms. Guider motioned to approve the purchasing items as presented. Seconded by

Ms. Finch.

**Motion Passed**

### **PURCHASING AGENDA**

a) P-CHR-04-13-130 – Professional Services to Health Management Associates 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 have been identified in the budget for this expenditure and staff recommends approval of the expenditure in an amount not to exceed \$240,000.00.

b) S-PHS-09-12-222.a – Bid Renewal to Red Feather for painting services in accordance with Article 4, Part D, Section 4-405 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds have been budgeted for this service and staff recommends approval of the expenditure in an amount not to exceed \$50,000.00.

c) S-CAS-08-09-206 – Annual fees for Experian Health for medical claims management system 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 expenditure and staff recommends approval of the expenditure in an amount not to exceed \$130,000.00.

d) S-BAS-04-13-131 – Joint Purchase to Konica Minolta for record management software for digitization of physical records and scanning services 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 have been identified in the budget for this expenditure and staff recommends approval of the expenditure in an amount not to exceed \$130,000.00.

e) S-BAS-04-13-132 – Joint Purchase to Insight/OpenGov for budgeting and financial management software 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 have been identified in the budget for this expenditure and staff recommends approval of the expenditure over three years in an amount not to exceed \$285,000.00.

f) S-BAS-04-13-133 – Joint Purchase to CDW-g for Palo Alto hardware and software purchase for site to site networking and cloud web gateway 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 have been identified in the budget for this expenditure and staff recommends approval of the expenditure over three years in an amount not to exceed \$250,000.00.

**MOTION**

The DuPage County Board of Health hereby approves the Purchasing Items # A – F

***8:3 Election to Fulfill the Position of Secretary Treasurer***

President Tornatore asked for motion to approve Dr. Schouten to fulfill the remainder of the term of Secretary/Treasurer caused by the resignation of Member Spadoni. Ms. Finch motioned to approve Dr. Schouten as Secretary/Treasurer for the remainder of the outstanding term. Seconded by Ms. Guider.

**Motion Passed.**

**ELECTION TO FULFILL THE POSITION OF SECRETARY/TREASURER**

In accordance with the DuPage County Board of Health Rules of Governance, Article III, there is currently a vacancy in the position of Secretary/Treasurer and such vacancy may be filled at any meeting of the Board of Health. Accordingly, Dr. Lawrence Schouten is hereby recommended to fulfill the remainder of the term of Secretary/Treasurer and has been so elected by the Board of Health.

**MOTION**

The DuPage County Board of Health hereby elects Dr. Lawrence Schouten to the position of Secretary/Treasurer to fill the vacancy caused by the resignation of Member Spadoni.

**9. UNFINISHED BUSINESS**

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There was no unfinished business before the board

**10. NEW BUSINESS**

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There was no new business before the board.

**11. EXECUTIVE SESSION**

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President Tornatore ask for a motion to enter into executive session pursuant to 5ILCS120/2(c)(1) of the Open Meetings Act- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body...." Executive Director

Ms. Guider motioned to enter executive session.  
Seconded by Dr. Schouten.

A roll call vote was taken.

Ayes: Ms. Guider, Ms. Haider, Dr. Hussain, Dr. Muneer, Dr. Perez, Dr. Schouten, President Tornatore, Dr. Chang, Ms. Finch.

**Motion Passed.**

Members entered executive session at 7:05PM

President Tornatore reconvened the regular portion of the business meeting at 7:35PM.

***A roll call was taken:***

Present: Dr. Douglas Chang, Mindy Finch, Janice Guider, Saba Haider, Dr. Nadeem Hussain,  
Dr. Uzma Muneer, Dr. W. Daniel Perez, President Sam Tornatore, Dr. Lawrence Schouten

Absent: Lynn LaPlante, Dr. Lanny Wilson

## **12. NEXT MEETING**

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The next meeting of the Board of Health is scheduled for May 11, 2023, at 6:15PM at the Linda A. Kurzawa Community Center.

## **13. ADJOURNMENT**

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President Tornatore asked for a motion to adjourn.

Dr. Chang motioned to adjourn. Seconded by Ms. Finch.

**Motion Passed**

***The meeting was adjourned at 7:42PM.***

Respectfully Submitted,

Dr. Lawrence Schouten, Secretary/Treasurer  
DuPage County Board of Health