

DUPAGE COUNTY BOARD OF HEALTH

MEETING MINUTES

Wheaton, Illinois	November 9, 2023
Board Members Present:	Mindy Finch, Paula Garcia, Saba Haider, Dr. Nadeem Hussain, Dr. Uzma Muneer, Dr. W. Daniel Perez, President Sam Tornatore, Dr. Lanny Wilson
Board Members Absent:	Dr. Douglas Chang, Dr. Margaret Harrell, Dr. Lawrence Schouten
State’s Attorney:	Trevor Prindle
Leadership Staff/Participating Staff Present:	Kathy Carey, Lori Carnahan, Dr. Rashmi Chugh, Adam Forker, Chris Hoff, Jeff Lata, Penny Chanez, Mike Kiep

CALL TO ORDER: The November 9, 2023 meeting of the Board Health was called to order at 6:23PM. Eight members were present. Quorum was met.

2. PUBLIC COMMENT

There was no public comment.

3. PRESIDENT’S REMARKS

President Tornatore welcomed everyone to the November meeting of the Board of Health and shared the following comments.

- At the October meeting of the Board of Health the FY 2024 budget was passed with a temporary placeholder on revenue in the amount of \$850K. This amount represents the funds needed to expand the behavioral health workforce in 2024 and operationalize the Central Receiving Center (CRC). Collaborative talks with County leadership for funding this support is occurring and Director Forker presented to the County Board an overview of the DCHD budget with a request to utilize DuPage County opioid settlement funds to fill the \$850k gap in the proposed budget. State’s Attorney Bob Berlin accompanied Director Forker and assured County board members these are permitted uses of the funds.
- Director Forker will be presenting to the Architecture for Justice (AAJ) in Washington D.C. with partners from Wight & Co on the CRC project.
- Director Forker will provide a presentation this evening on the substantial investments that will begin in the Health Department’s existing buildings, as well as updates on important safety initiatives occurring in the agency’s buildings.
 - A joint press release was sent announcing DuPage County Chair Conroy’s new DuPage Council on Strengthening the System for Mental Health and Substance Use Care (DCSS). The new Council will have its first meeting on November 17, 2023 @ 9:00AM in the Kurzawa Center and is open to the public. Board members are invited to attend.

4. COMMUNITY HEALTH UPDATE

Mr. Forker presented updates on the following:

Business Administration

1. DCHD Building Safety Enhancements
 - Installation of increased safety enhancements is in progress throughout the department's buildings.
 - Staff are currently participating in mandatory ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training. The primary goal of ALICE is to increase the survivability of active threat incidents.
 - Agency leadership is in consultation with the State's Attorney's office and is developing a response to address recent video recording incidents that have occurred at several of the department's locations.
2. Construction Updates
 - In addition to the building the Central Receiving Center, The Health Department is undergoing construction at Central Office location. Goals include:
 - a) Utilize space more efficiently
 - b) Expand direct clinical services
 - c) Reconfigure workspace to align with remote and hybrid work
 - d) Construction for technical needs, teamwork and collaboration

Health Promotions

- Members will be provided social media toolkits for their personal use and will feature the following:
 - a) Antibiotic Awareness Week (11/18- 11/24)
 - b) Illinois Dept. of Health's *Tis the Sneezin' Campaign* on Flu, COVID and RSV Vaccines.

5. APPROVAL OF MINUTES

President Tornatore asked for a motion to accept the October 12, 2023, minutes as presented.

Dr. Wilson motioned for the approval of the minutes of the October 12, 2023, meeting of the Board of Health. Seconded by Ms. Finch.

Motion Passed

6. TREASURER'S REPORT

Mike Kiep presented the September 2023 Treasurers report. President Tornatore asked for a motion to accept the September Treasurer's Report as presented.

Ms. Haider motioned to accept the treasurer's report as presented. Ms. Garcia seconded the motion.

Motion Passed

TOTAL Health Department Funds:
Beginning Balance as of 9/01/2023: \$ 57,275,816.27
Total Receipts: \$ 10,539,243.91
Total Disbursements: \$ 4,093,193.40
Total Ending Balance as of 9/31/2023: \$ 63,721,866.78
FY 2023 Interest Earnings for September 2023: \$ 213,975.97 YTD: \$ 1,692,829.71

7. CONSENT ITEMS

7:1 Human Resource Transactions – Business Administration

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

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 10/04/2023 and 11/17/2023.

8. ACTION ITEMS

8:1 – 2024 Board of Health Meeting Schedule

President Tornatore asked for a motion to approve the 2024 Board of Health Meeting scheduled as presented.

Dr. Wilson motioned to approve. Seconded by Ms. Finch.

Motion Passed

**DUPAGE COUNTY BOARD OF HEALTH
2024 MEETING SCHEDULE**

<i>Day</i>	<i>*Date</i>	<i>Time</i>	<i>*Alternative Date</i>
Saturday	February 3, 2024	8:00AM	February 10, 2024
Thursday	March 14, 2024	6:15PM	March 21, 2024
Thursday	April 11, 2024	6:15PM	April 18, 2024
Thursday	May 9, 2024	6:15PM	May 16, 2024
Thursday	June 13, 2024	6:15PM	June 20, 2024
Thursday	July – No Meeting		
Thursday	August 8, 2024	6:15PM	August 15, 2024
Thursday	September 12, 2024	6:15PM	September 19, 2024
Thursday	October 10, 2024	6:15PM	October 17, 2024
Thursday	November 14, 2024	6:15PM	November 21, 2024
Thursday	December 12, 2024	6:15PM	December 19, 2024

8:2–Grant Acceptances

President Tornatore asked for a motion to combine the grant items # 8-2(a-c) as presented. Ms. Garcia motioned to combine grant items #8-2(a-c) as presented. Seconded by Ms. Finch.

Motion Passed

President Tornatore asked for a motion to approve grant items #8-1(a-c) as presented. Ms. Garcia motioned to approve. Seconded by Ms. Finch.

A roll call vote was taken:

Ayes: Ms. Garcia, Ms. Haider, Dr. Hussain, Dr. Muneer, Dr. Perez, President Tornatore, Dr. Wilson, Ms. Finch

Motion Passed

ILLINOIS STATE BOARD OF EDUCATION – PUBLIC HEALTH SERVICES – PREVENTION INITIATIVE FOR BIRTH TO AGE 3 YEARS PROGRAM

Public Health Services Healthy Families Program wishes to accept a grant from the Illinois State Board of Education’s Prevention Initiative in the amount of \$364,536. Prevention Initiative provides grants to home and center-based programs to expand access to birth to 3 models. This funding serves to build a strong foundation for early learning and to prepare children for later school success. This funding will continue the DCHD’s Healthy Families home visiting program which provides intensive, research-based, and comprehensive child development and family support services for expectant parents and families with children from birth to age 3. Prevention Initiative provides funding from July 1, 2023, through June 30, 2024. This reflects no change in funding from the previous amended contract amount.

This grant is included in the FY 2023 Health Department Original Budget for \$344,320.

MOTION

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois State Board of Education as presented.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH - ILLINOIS TOBACCO-FREE COMMUNITIES PROGRAM

The DuPage County Health Department wishes to accept a grant from the Illinois Department of Public Health for the Tobacco Prevention and Control Program in the amount of \$293,552. This grant provides funding for implementation of the Illinois Tobacco-Free Communities (ITFC) work plan, a local tobacco prevention and control program implementing science-based, policy-focused strategies aligned with State and national goals and objectives to prevent tobacco use among youth, promote tobacco use cessation among adults and youth, eliminate exposure to secondhand smoke, enforce the Smoke-Free Illinois Act and local tobacco control ordinances, and identify and eliminate tobacco-related health disparities among specific population groups. The contract period for this agreement is July 1, 2023, through June 30, 2024. This reflects no change in funding from the previous award amount.

This grant is included in the FY 2023 Health Department Original Budget at \$293,552.

MOTION

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

ILLINOIS DEPARTMENT OF PUBLIC HEALTH – COMPREHENSIVE HEALTH PROTECTION

The DuPage County Health Department wishes to accept a grant from the Illinois Department of Public Health for Comprehensive Health Protection Services in the amount of \$ 1,366,606. This grant will be used to support the following programs: Body Art, Vector Surveillance Control, Pre-Exposure Prophylaxis, Perinatal Hepatitis B, and Local Health Protection. The grant period for this agreement is July 1, 2023, through June 30, 2024. This reflects an increase in funding of \$ 260,853 from the previous contract amount.

This grant is included in the FY 2023 Health Department Original Budget at \$ 1,105,753.

MOTION

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

8:3– Purchasing

President Tornatore asked for a motion to combine the purchasing items (#8-3 a-i). Ms. Finch motioned to combine grant items #8-3 (a-i) as presented. Seconded by Dr. Wilson.

Motion Passed

President Tornatore asked for a motion to approve purchasing items #8-3 (a-i) as presented. Ms. Garcia motioned to approve. Seconded by Ms. Finch.

A roll call vote was taken:

Ayes: Ms. Garcia, Ms. Haider, Dr. Hussain, Dr. Muneer, Dr. Perez, President Tornatore, Dr. Wilson, Ms. Finch

Motion Passed.

PURCHASING

- a) C-PHS-11-12-145.a – Purchase of medical supplies to McKesson, and MMS (Concordance), 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 have been budgeted for these supplies and staff recommends approval of the expenditure in an amount not to exceed \$110,000.00.
- b) P-BHS-02-06-037 – Professional Services for various apartment leases to provide housing for mentally ill clients during fiscal year 2024 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 budgeted for this expenditure and staff recommends approval of the expenditure in an amount not to exceed \$370,000.00.
- c) P-BAS-02-10-095 – Professional Services issued to ARCH Insurance Company (Alliant/Mesirow Financial) to secure Professional Liability Insurance for department employees, employed physicians, dentists and nurse practitioners 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 budgeted for this expenditure and staff recommends approval of the expenditure in an amount not to exceed \$375,000.00.
 - d) P-BAS-11-12-259 – Professional Services issued to The Coalition (Alliant/Mesirow Financial) to secure Cyber Liability Insurance for the department 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 budgeted for this expenditure and staff recommends approval of the expenditure in an amount not to exceed \$29,000.00.
 - e) C-PHS-09-12-230 – Purchase of various vaccines and medications from 340B Prime Vendors and Public Health pricing for the agency, 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 have been budgeted for these purchases and staff recommends approval of the expenditure in an amount not to exceed \$150,000.00.
 - f) P-BAS-05-14-239 – Professional Services to Margaret Kirkegaard, M.D., M.P.H., 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 budgeted for these services and staff recommends approval of the expenditure in an amount not to exceed \$50,000.00.
 - g) P-CHR-05-08-243 – Professional Services to Conduent (FKA-Health Communities Institute) for a web-based dashboard 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 budgeted for this service and staff recommends approval of the expenditure in an amount not to exceed \$37,500.00.
 - h) P-BAS-11-09-136 – Professional Services to Epiphany Community Services in accordance with Article 4, Part A, Section 4-108 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist and Decision are included. Funds have been budget for this expenditure and staff recommends approval of the expenditure in an amount not to exceed \$69,700.00.
 - i) S-BAS-11-09-137 – Expenditure to Symplr for agency provider credentialing and licensure software 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 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 \$15,552.00.

MOTION

The DuPage County Board of Health hereby approves the Purchasing Agenda

Items # A – I as presented.

8:4–Election of Officers for 2024

President Tornatore shared that the 2024 Board of Health Election of Officers will occur at the next meeting on Dec. 14, 2023. Interested members who would like to serve in the roles of President, Vice-President or Secretary/Treasurer should submit their interest to both President Tornatore and Director Forker before the Dec. meeting.

9. UNFINISHED BUSINESS

There was no unfinished business before the board.

10. NEW BUSINESS

President Tornatore noted that the Board’s annual meeting and retreat has been moved to February 3, 2024, and there will not be a meeting in January. President Tornatore encouraged members to share their ideas on what they would like to see presented at the retreat and ways to make the retreat more interactive.

11. EXECUTIVE SESSION

There was no need for an executive session.

12. NEXT MEETING

The next meeting of the Board of Health is scheduled for December 14, 2023 at 6:15PM.

13. ADJOURNMENT

President Tornatore asked for a motion to adjourn.
Dr. Wilson motioned to adjourn. Seconded by Ms. Finch.
Motion Passed

The meeting was adjourned at 7:00PM.

Respectfully Submitted,

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