

WILL COUNTY BOARD OF HEALTH

MINUTES

January 17, 2007

The monthly meeting of the Board of Health held at the Will County Health Department, 501 Ella Avenue, Joliet, IL was called to order at 3:00 PM, John J. Hines, Jr., President, presiding.

ROLL CALL/QUORUM PRESENT

MEMBERS PRESENT

John J. Hines, President
John Galvan, Vice President
William Brownlow, Secretary
Judith McDonald, Ed. D.
Irving Rudman, M.D.
Joelle Wennlund, M.D.
Richard Brandolino
Ronald Cornelius
Lee Ann Goodson
Lyndean Lenhoff Brick
Thomas J. Streitz, D.D.S.

MEMBERS ABSENT

Cathy Schley, Member at Large

STAFF PRESENT

James E. Zelko, Executive Director
John Cicero, Assistant Executive Director
Rosanne Ciszek, Executive Secretary
Sue Olenek, Program Coordinator, Administration
Vic Reato, Media Services Manager, Administration
Yolanda Shannon-Albert, CEO, Community Health Center
Mary Coffey, COO, Community Health Center
Mary DeGroot, Division Director, Family Health Services
David Delrose, MH Counselor and Chief Union Steward
Anthony Melei, Program Coordinator, Information Technology
Michael Vollmer, Division Director, Environmental Health
Randy Bultman, Program Coordinator, Mental Health and Addictions
Elizabeth Bilotta, Program Coordinator, Environmental Health
Cindy Jackson, Program Manager, Tobacco Control and Prevention
Deon Pillard, Program Coordinator, Emergency Planning and Preparedness

OTHERS PRESENT

Lyle (Buz) Koester, Assistant State's Attorney
S. Davis, Chairperson, Community Health Center Governing Council (arrived at 3:50 p.m.)

PLEDGE OF ALLEGIANCE

√PRESIDENT'S COMMENTS

- The Coordinating Committee, comprised of members of the Board of Health and the Governing Council, has met to discuss the BKD Report.
- The Health Department staff was complimented for the excellent job done in analyzing the report and putting the suggestions into effect. Of the forty-nine (49) recommendations, eleven (11) have been completed, with ten (10) more to be done by March, 2007. Dollar costs will be determined for the remaining recommendations, along with recovery of cost recommendations.
- The Coordinating Committee will meet again in ninety days. A report on that meeting will be brought back to the Board of Health.

√EXECUTIVE DIRECTOR'S COMMENTS

- Progress on the newly formed Employee Committee, meeting on January 24, will be reported at the next meeting.
- The NALBOH invitations have been sent out and all Board members are encouraged to attend.
- Cindy Jackson presented a brief overview of the Emergency Preparedness swearing-in ceremony for the Volunteer Corps of the Emergency Preparedness and Response program held on Saturday, January 13, 2007. Of the 229 volunteers, 116 have been trained, and 72 were given the Oath of Acceptance by Harold Damron, Chief Deputy Director of Emergency Preparedness of Will County. A reception was held for all the volunteers.

√APPROVAL OF MINUTES

Moved: (Ms. Goodson, second Mr. Brownlow) To approve the revised minutes of the December 20, 2006 Regular Board Meeting as distributed and the Executive Session minutes.

Motion carried

√TREASURER'S REPORT AND DEPARTMENT FINANCIAL REPORTS

- The monthly statement from the Treasurer ending December 30, 2006 showed a balance of approximately \$4.2 million.
- The schedule of revenues and expenditures for the month of October were reviewed and discussed.

Moved: (Dr. Rudman, second Dr. Streitz) To approve the Treasurer's Report and Department Financial Reports as presented.

Motion carried

REPORTS FROM DIVISIONS

Mr. Hines asked each director to comment on the Divisional Statistical Report at the time of their report. He also suggested that in the future, statistics for the prior year to date be added to reporting their divisional statistics. MR. Zelko noted that some divisions may not have collected statistics over the past year and will report as such.

√Family Health Services

- The success of the Healthy Families Doula Program, administered through our contractual employees, will be featured in an up-coming article in the Joliet *Herald News*.
- With the Healthy Families program, we have a 501-3C and an advisory board, allowing us to receive donations. We recently received \$1,000 to carry on some of the Healthy Family programs.
- The Healthy Families annual banquet was attended by seventy (70) girls in the program. A poem, read by one of the girls entitled "What She Means to Me" expressed appreciation of the hard work done by the staff.
- Pregnancy testing began January 1 to assist in expediting the patients' enrollment into the WIC and case management programs. Over the past nine days, fifty-nine (59) pregnancy tests were administered in the WIC program.
- Interns are assisting with the task volume increases in the Reality, Tobacco and with the outreach in HIV programs.
- The Family Health Services divisional statistics were discussed as presented.

√*Environmental Health*

- The Illinois Department of Public Health (IDPH) and the Division of Food, Drugs and Dairies will begin their program review on February 14, 2007. We will be evaluated for compliance with the local health protection grant rules and with the programs generated by IDPH. Environmental Health submits documents on the food, drinking water, sewage programs, pools and beaches, and the programs associated with same. Programs are reviewed in documents and on-site.
- January is Radon Awareness Month. With the implementation of a radon grant, the Department will be getting approximately 2,000 test canisters that will be made available for Will County residents. Radon test canisters will be sent to individual homes for testing and the canisters will be returned for test results. Information will be provided through a press release in mid to late February.
- The Environmental Health Division has been selected by the Illinois Department of Public Health and the Illinois Division of Agriculture to conduct joint inspections of commissaries in schools to insure the schools are meeting appropriate regulations.
- The Environmental Health Division has been working with municipalities that distribute business licenses and liquor licenses to insure food permits have been properly obtained.
- The Environmental Health divisional statistics were discussed as presented.
- Discussion on the fees charged for permits, which are reviewed every three years. Environmental Health does offer training and education along with the appropriate permit.

√*Mental Health & Addictions Services*

- Randy Bultman read an article from the *Chicago Tribune*, dated January 7, 2007, entitled "Illinois's Crime Riddle" addressing rehabilitation within the criminal justice system. The article implied that the criminal rehabilitation needs are not met within the system nor are resources available to obtain the necessary services.
- Randy reported to the Joliet/Will County Continuum of Care that, at this time, the Will County Health Department's Mental Health division continues its work in meeting the mental health needs of offenders within the County. Randy continued to explain the various programs where evaluations, recommendations, outpatient and inpatient care are addressed.
- The Illinois State Director of Mental Health has presented a strategic vision for mental health to reach the Departments of Correction statewide with funding and programs. Will County Health Department's Mental Health Division hopes to become a role model for this goal.
- The Mental Health Division will present their program overview at the annual Will County Continuum of Care luncheon
- The Mental Health and Addictions divisional statistics were discussed as presented.

√*Community Health Center*

- After two weeks of expanded hours, the Community Health Centers reports a 95% showing of clients keeping their appointments, indicating only a 5% no-show. This is a reduction to the previous 25-40% no shows in the past.
- Dr. Puppala has begun working with the physicians and nursing staff in the obstetrical department.
- Dr. Puppala hopes to establish a new patient clinic, meeting the needs of high-risk patients one day a week, and addressing new patients four days a week.
- WIC continues to grow and work within the Community Health Center.
- The impact of the Cook County Bureau of Health Services decisions to close clinics and reassess their fees charged for non-residents, and its effects on Will and other counties was discussed.
- Customized Spanish classes led by Dr. Hector Lopez have been going very well. Staff has begun to use some of the basic phrases with the patients in the registration process, giving directions and the payment process.
- The Governing Council will participate in a retreat on January 20, 2007 to discuss the concepts of a governing council and its relationship to the Health Department.

Mr. Hines commented that the Board appreciates the division managers' reports, and acknowledges the work of the staff.

OLD BUSINESS

√*Construction/ADA Compliance Update*

- After a meeting between Mr. Zelko, County engineering staff, state's attorney to review the Farnsworth recommendations, it was determined that the construction of the parking lot was not built to specifications. The State's Attorney will draft the letter to A.G. Maggio, contractor of the parking lot, stating that the parking lot must be reconstructed to the correct specifications.

NEW BUSINESS

√*Division Statistical Reports* (Individual comments were addressed under each Division Report)

√*Amendment to the Will County Health Department Employee Handbook and work Rules Manual – Resolution #07-05– Motion*

Moved: (Dr. Rudman, second Dr. Streitz) To approve the adoption of the amendment to the Employee Hand Book and Work Rules Manual Policy Number 09.03 to be compliant with the resolution adopting the policy eliminating tobacco products from the Will County Health Department and Sunny Hill Tuberculosis Clinic campuses, effective January 16, 2007, as described in the Tobacco-free Campus Policy # 09.03.

Motion carried.

√*Appropriation of Funds – Mental Health Safe School Grants – Joliet Township – Resolution #07-01– Motion*

Moved: (Mr. Brownlow, second Mr. Cornelius) To approve the appropriation of funds in the amount of \$25,000 awarded to the Will County Health Department's, Youth Services Mental Health Program received as an increase to the grant award received from Joliet Township High School District 204 for the Safe Schools Health Student Initiative for the period of October 1, 2006 through September 30, 2007.

Motion carried.

√*Appropriation of Funds – Mental Health Juvenile Accountability Block Grant – Resolution #07-02– Motion*

Moved: (Dr. Rudman, second Ms. Goodson) To approve the appropriation of funds in the amount of \$9,800 awarded to the Will County Health Department's, Youth Services Mental Health Program received as an increase to the grant award from the Illinois Criminal Justice Information Authority for the Juvenile Crime Prevention Initiative for the period of October 1, 2006 through May 31, 2007.

Motion carried.

√*Appropriation of Funds – Illinois Department of Public Health – HIV Grant – Resolution #07-03– Motion*

Moved: (Dr. Streitz, second Mr. Brownlow) To approve the appropriation of funds in the amount of \$20,000 awarded to the Will County Health Department's Family Health Services Division from the Illinois Department of Public Health for the HIV Prevention Program for the calendar year 2007.

Motion carried.

√*Approve the Contract for the Demolition and Construction Work in the Administration Area – Resolution #07-04– Motion*

Moved: (Dr. Rudman, second Mr. Brandolino) To approve the contract from the lowest solicited bidder, Tures Construction, Co., Inc., for the demolition and construction for remodeling of the Administration Area of the Will County Health Department at 501 Ella Avenue, Joliet.

Motion carried.

√At 3:58 p.m., Mr. Hines announced that the members would meet in Executive Session for the purpose of discussing personnel and legal matters.

Moved: (Dr. Rudman, second Mr. Brandolino) To approve the motion to go into Executive Session.

Motion carried.

Roll Call: Mr. Hines, "Aye", Mr. Galvan, "Aye", Mr. Brownlow, "Aye", Ms. Brick, "Aye", Mr. Brandolino, "Aye", Dr.. Rudman, "Aye", Dr. Streitz, "Aye", Mr. Cornelius, "Aye", Dr. McDonald, "Aye", Dr. Wennlund, "Aye", Ms. Goodson, "Aye."

At the conclusion of the Executive Session, the Regular meeting reconvened at 4:20 p.m. Roll Call: Mr. Hines, "Aye", Mr. Galvan, "Aye", Mr. Brownlow, "Aye", Ms. Brick, "Aye", Mr. Brandolino, "Aye", Dr.. Rudman, "Aye", Dr. Streitz, "Aye", Mr. Cornelius, "Aye", Dr. McDonald, "Aye", Dr. Wennlund, "Aye", Ms. Goodson, "Aye."

√*Approval of Personnel for the Will County Health Department*

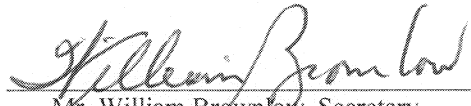
Moved: (Mr. Brandolino, second Mr. Brownlow) To approve all personnel changes for the Will County Health Department as presented.

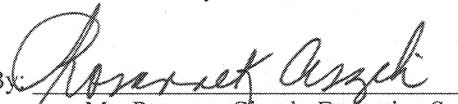
Motion carried.

BOARD MEMBERS' CONCERNS AND COMMENTS

√**ADJOURNMENT**

On a motion by Dr. Rudman, second Mr. Brownlow, the Regular Meeting adjourned at 4:22 p.m.

For: 
Mr. William Brownlow, Secretary
Will County Board of Health

By: 
Ms. Rosanne Ciszek, Executive Secretary
Will County Board of Health