

**VERMILION COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
November 10, 2015**

6:00 PM

Present: Jason Asaad, Dr. Wes Bieritz, Carla DeAngelis, Ivadale Foster, Bob Jones, Connie Ostrander and Bill Wright.

Absent: Dr. Karen Broaders, Dr. Jane Cooney, Dr. Holly Maes and Molly Nicholson.

Meeting was called to order President Jason Asaad at 6:01 PM.

Ivadale Foster had requested to attend the meeting by phone.

A motion was made to accept Ivadale Foster into the meeting by telephone.

Motion: Connie Ostrander
Second: Bill Wright
Motion carried unanimously.

A motion was made to approve the agenda as presented.

Motion: Dr. Wes Bieritz
Second: Bob Jones
Motion carried unanimously.

A motion was made to approve the minutes of the September 15, 2015 regular meeting as presented.

Motion: Ivadale Foster
Second: Carla DeAngelis
Motion carried unanimously.

Fiscal Status

The Budget and Expenditure report was submitted for Board approval. Our cash balance reflects a \$660,519.46 balance. This includes the first and second tax distributions.

Donna Dunham informed the Board that the September reconciliation has been balanced with the County. However, the October numbers have not been reconciled

with the County because we have not received the information from the County yet. Usually it is mid-month before we receive this information. With the November meeting being early in the month, the accounting detail had not been received. It was decided to only vote on the September information and wait until the next meeting for approval of the October information after it had been reconciled with the County

A motion was made to approve the Budget and Expenditure Report and Cash Flow statement for September as presented.

Motion: Bill Wright
Second: Connie Ostrander

Motion carried as follows:

Jason Asaad	Yes
Dr. Wes Bieritz	Yes
Bob Jones	Yes
Connie Ostrander	Yes
Bill Wright	Yes
Carla DeAngelis	Yes
Ivadale Foster	Yes

Old Business:

Jenny Trimmell updated the Board about renovations. Building and Grounds has been working on the southwest corner of the building. This space will be occupied by the Sheriff's Department for families to Skype with their family members.

A new entrance door has been added and the Building and Grounds staff has been renovating the space. The new entrance door will alleviate our safety concerns.

Ms. Trimmell told the Board that the families usually are allowed to visit one night a week and on the weekends. Carla DeAngelis asked if there were bathrooms in that area. Jenny said yes there were two.

Bill asked when the striping was going to be done on the parking lot. We have been informed that this will definitely not be done until at least 2016 and maybe later. Wes Bieritz said that he would check on the striping.

Jenny informed the Board that the budget was readily accepted by the Finance Committee. The County Board will vote on the entire budget on Tuesday, November 17th.

The Health Department strategic plan was tabled at the September 15, 2015 meeting. It was presented for approval at this meeting. We are presenting a 5 year plan. The County Board is working on a 10 year plan.

The Strategic Plan lists 5 goals that need to be addressed in the next 10 years. Bob Jones suggested that we review the plan yearly.

Carla DeAngelis commended Jenny for doing an excellent job of taking the Board's concerns and constructing the document. Bill Wright agreed and stated that we as a Health Department need to rely less on the Federal and State funding and rely more on ourselves the community.

A motion was made to approve the Strategic Plan as presented.

Motion: Bill Wright
Second: Connie Ostrander
Motion carried unanimously.

New Business:

There was no need for an executive session.

The Nominating Committee presented the Slate of Officers. They were as follows:

Carla DeAngelis	President
Connie Ostrander	Vice President
Molly Nicholson	Vice President
Bob Jones	Secretary

Since two board members were nominated for Vice President, the Board wrote their nominee for Vice President on a sheet of paper and gave to Donna Dunham. Donna Dunham then took the phone off of speaker to get Ivadale Foster's vote. When the votes were counted, the Board had decided to nominate Connie Ostrander as Vice President.

Therefore the complete Slate of Officers presented was as follows:

Carla DeAngelis	President
Connie Ostrander	Vice President
Bob Jones	Secretary

President Jason Asaad, asked three times if there were any nominations from the floor. Being none a motion was made.

A motion was made to accept the nomination of Carla DeAngelis for President.

Motion: Dr. Wes Bieritz
Second: Connie Ostrander
Motion carried unanimously.

A motion was made to accept the nomination for Connie Ostrander for Vice-President.

Motion: Dr. Wes Bieritz
Second: Carla DeAngelis
Motion carried unanimously.

A motion was made to accept the nomination for Bob Jones for Secretary

Motion: Dr. Wes Bieritz
Second: Carla DeAngelis
Motion carried unanimously.

The tentative Board of Health meeting dates are:

January 19	March 15	May 17
June 21	July 19	September 20
November 15		

A motion was made to accept the tentative Board of Health meeting dates as presented:

Motion: Connie Ostrander
Second: Carla DeAngelis
Motion carried unanimously.

Jenny Trimmell informed the board that the State completed a survey of local health departments to assess the effect of the budget crisis and 41% of local health departments throughout the State have had to reduce hours, staff or both. Discussion ensued regarding the budget crisis.

Donna Dunham prepared a projection to know if the Health Department could survive without the Health Protection money if it is not received until after the current state fiscal year of June 2016. The projection showed that we can survive. However, the money could be getting tight before we receive the first tax distribution for County FY 2016. The first distribution usually is disbursed in September of each year.

There has been discussion with Mike Marron to reduce or eliminate the rent that we pay to the County. We currently pay \$50,000 per year. We are the only County office housed within a County building that is required to pay rent. Mr. Marron understands our concerns and is working toward reducing or eliminating our rent payment. It is hoped that reduction/elimination might take place with the FY 2017 budget.

Ms. Trimmell reported on the flu clinics and how many vaccinations had been given this fall. To date, 1,048 adult influenza vaccinations have been given. We ordered 1,200 so we have approximately 152 doses left. Discussion ensued regarding influenza vaccinations.

Blue Cross/Blue Shield contacted us this year and a few of their registered nurses volunteered to give vaccinations as part of their Community Outreach requirement for work. About 6 nurses were HIPAA trained and volunteered this year. They have indicated that they would like to volunteer again next year.

A Regional Community Health Plan Coordinator has been hired to service Vermilion and Champaign Counties. The person hired is Julia Willis and will be in our office every other week. The other weeks, she will be housed in the CUPHD office. She will be available to assist us in our IPLAN that has to be compiled and turned into the State every 5 years. Completion of the IPLAN is required by the State to keep certification as a Local Health Department. The process is very detailed and time consuming. With our

reduction in staff, it will be very difficult for us to complete the IPLAN. Julia's help and input will be greatly appreciated.

Items of Information:

We have had a lead program review since our September board of health meeting. There were no audit findings. We have had 2 lead cases this year.

We will be having a WIC site review on November 17 and 18.

All of our WIC clerical positions are now filled. Also, our 2 Environmental Health positions have been filled. One Health Inspector started work the end of October and the other one will start work November 23.

Sherrie Shoemaker, our Communicable Disease/STD/IMM coordinator will be retiring December 31, 2015 after 34 years. Susan Fauver, a current RN/PHN in the Communicable Disease department has been hired to replace Sherrie beginning January 1, 2016. Susan currently shares a full-time position with another part-time person. The other part-time position will be leaving us in February. We, then, hope to hire a full-time RN in the Communicable Disease/STD/IMM department.

Sherrie Shoemaker has agreed to return to the Health Department in February to help part-time in the transition for Susan Fauver. As a retired employee, she can work 599 hours per year without it affecting her IMRF.

A Search Committee was appointed to compile the information necessary to seek a replacement for Jenny Trimmell, Public Health Administrator. The committee appointed includes Dr. Wes Bieritz, Carla DeAngelis and Molly Nicholson.

Our next meeting will be on Tuesday, January 19, 2016 at 6:00 PM at the Health Department.

A motion was made to adjourn the meeting.

Motion: Jason Asaad
Second: Carl DeAngelis
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham
Recording Secretary

Bob Jones
Secretary, Board of Health