

>>>>>**April 21, 2010 Board of Health Meeting Minutes:**<<<<<

Present: Jason Asaad, Kay Banta, Dr. Karen Broaders, Dr. Jane Cooney, Ivadale Foster, Brenda Larson, Jim Meharry and Connie Ostrander. **Absent:** Judi Benjamin and Dr. Todd Miller; both asked to be excused. The meeting was called to order by President Kay Banta at 7:05 PM.

A motion was made to approve the agenda as presented. **Motion:** Connie Ostrander; **second:** Jason Asaad; **motion carried unanimously.**

A motion was made to approve the regular minutes of the March 16, 2010 meeting. **motion:** Ivadale Foster; **second:** Jim Meharry; **motion carried unanimously.**

Fiscal Status: We finally had a Budget and Expenditure report for year-end. With year-end payables that were paid in December, January, February and March the report shows that we were in a deficit position of \$81,296.13. Our expenditures were down due to the lack of cash flow.

The Budget and Expenditure report for December through March was presented. Expenditures are still low for this fiscal year due to the lag in payments from the State.

A motion was made to approve the Budget and Expenditure reports and cash balances reports for November 2009 and March 2010. **motion:** Jim Meharry; **second:** Jason Asaad; **motion carried unanimously.**

Old Business: None

New Business: A motion was made to enter into an Executive Session: Pursuant to the Illinois Open Meeting Act, Illinois Compiled Statutes 5ILCS 120/2(c)(1), “the appointment, employment, compensation, discipline, performance evaluation or dismissal of specific employees of the public body.....” ; **motion:** Ivadale Foster; **second:** Dr. Jane Cooney; **motion carried** as follows: Jason Asaad Yes; Jim Meharry Yes; Brenda Larson Yes; Connie Ostrander Yes; Ivadale Foster Yes; Dr. Jane Cooney Yes; Kay Banta Yes ; Dr. Karen Broaders Yes

The Board of Health entered into Executive Session at 7:15pm

A motion was made to re-enter the regular meeting at 8:00PM.; **motion:**Jason Asaad; **second:**Jim Meharry; **motion carried** as follows: Jason Asaad Yes; Jim Meharry Yes ; Brenda Larson Yes; Dr. Karen Broaders Yes; Connie Ostrander Yes; Ivadale Foster Yes; Dr. Jane Cooney Yes ; Kay Banta Yes

Mr. Laker presented the Bylaws for approval. Article IV, Item #2 was removed because it is in direct violation to the Illinois Open Meeting Act. With the removal of this item, we will no longer be allowed to conduct interim business polls. All polls must be presented and acted upon at a Board of Health meeting. **A motion was made** to accept the Bylaws as amended; **motion:** Connie Ostrander **second:** Jim Meharry; **motion carried unanimously.**

The Vermilion County Health Department Administrative Policy was distributed for review by the Board of Health. The Board is to review the policy and bring back questions at the May meeting. Action upon the Administrative policy was tabled until the May meeting.

Mr. Laker presented to the Board a Loan Extension agreement with the County Board for repayment of the \$300,000 loan plus interest. The County Board extended the repayment until 7/14/10. **A motion was made** to authorize Mr. Laker to sign the Loan Extension agreement with the County Board for repayment of the \$300,000 loan plus interest. **motion:** Jason Asaad; **second:** Brenda Larson; **motion carried unanimously.**

In direct response to the resolution passed by the County Board on 4/20/10 directing the Vermilion County Health Department to bring back to the County Board scenarios for retaining WIC, FP and staff necessary to remain a Certified Local Health Department, Mr. Laker recommended to the Board of Health that they vote to eliminate Health Works Illinois, Healthy Child Care Illinois, Family Case Management and Community Care Unit. He recommended that these positions be eliminated at the end of the day on 5/21/10. This would give him time to notify the granting agencies that we would no longer be servicing clients after 5/21/10. This action would eliminate 20 positions, 19 of which are filled. This action would save us approximately \$67,000 in payroll expense from 5/22/10 – 6/30/10. Mr. Laker would be notifying the grants that we would not be reapplying for the funds. **A motion was made** to eliminate the following grants as of the end of day on 05/21/10 – Health Works Illinois, Healthy Child Care Illinois, Family Case Management and Community Care Unit. **motion:** Jim Meharry; second: Dr. Karen Broaders; **motion carried with 6 ayes and 1 nay by Dr. Jane Cooney;** President Kay Banta called for **individual votes:** Jason Asaad Yes; Jim Meharry Yes; Brenda Larson Yes; Dr. Karen Broaders Yes; Connie Ostrander Yes; Ivadale Foster Yes; Dr. Jane Cooney No; Kay Banta Yes

Mr. Laker informed the Board of Health that he plans to retire 6/30/10. He will have been employed by the Vermilion County Health Department 39 years as of 5/1/10. He has been the Public Health Administrator for 34.5 years. **Option 1:** Shirley Hicks replace him as Public Health Administrator; Shirley has the credentials and is qualified to move up to the position of PHA **Option 2:** Jenny Trimmell replace him as Acting Public Health Administrator. Jenny is 17 months short of the required administrative time to fulfill the requirements; Shirley Hicks, since she is credentialed, could supervise Jenny. **Option 3:** Jenny Trimmell replace him as Acting Public Health Administrator. Since Jenny is 17 months short of the required administrative time to fulfill the requirements and if Shirley Hicks did not choose to supervise her, an outside supervisor would have to be hired on a contractual basis. **Option 4:** Seek outside applications. He informed the Board that according to the Health Department Pay Scale, the Administrator position would be classified as a P-24 and the starting rate of pay would be \$75,600.

Items of Information:

Mr. Laker informed the Board that as of 4/12/10 Doug Toole has been hired as Director of Environmental Health to replace Kolby Riggle effective 6/14/10. We will be doing some juggling of staff to accommodate the vacancies and the terminations.

Mr. Laker informed the Board that we have contacted the landlord of our Hoopeston office about terminating our lease. In December, we entered into another 3 year lease. He is willing to let us out of

our lease with a 30 day notice. Jim Meharry asked about the lease with the County. Mr. Laker told him that there was no lease. In fact, about 4 years ago, we voluntarily increased the rent from \$60,000 to \$70,000 a year. Jim Meharry wanted to know if we could occupy a smaller building with the decrease in staff. We definitely do not need this large of a building for the remaining services. Mr. Laker said that we could look into it.

Connie Ostrander asked Mr. Laker to request the State's Attorney obtain a ruling on the residential policy. This would give the Board of Health the ability to make a better informed position regarding the replacement of Mr. Laker as Public Health Administrator.

A motion was made to adjourn the meeting; **motion:** Jim Meharry; **second:** Dr. Jane Cooney;
motion carried unanimously.

Respectfully submitted,
Donna J. Dunham
Recording Secretary

Ivadale Foster
Secretary, Board of Health