

VERMILION COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
**August 17, 2010**  
**7:00 PM**

Present: Jason Asaad, Kay Banta (by phone), Judi Benjamin, Dr. Jane Cooney, Ivadale Foster, Brenda Larson and Jim Meharry.

Absent: Dr. Karen Broaders, Dr. Todd Miller and Connie Ostrander.

The meeting was called to order by Vice-President Judi Benjamin at 7:20 PM.

Dr. Karen Broaders, Dr. Todd Miller and Connie Ostrander asked to be excused from tonight's meeting.

A motion was made to approve the agenda as presented.

Motion: Ivadale Foster  
Second: Dr. Jane Cooney  
Motion carried unanimously.

A motion was made to approve the regular minutes from the July 20, 2010 meeting as presented.

Motion: Dr. Jane Cooney  
Second: Ivadale Foster  
Motion carried unanimously.

### **Fiscal Status**

Fiscal status is still healthy at this time. We received \$200,000 tax distribution in July and approximately \$120,000 from the State. The amounts from the State included final payments for HFI, TIPCM and catching Health Works up from October to January. The bank balance to date was approximately \$350,000. This included a payment for 1/2 of the loan from the County plus interest in the amount of \$156,130.02.

Donna Dunham reported that we have received \$86,774 in August. This includes \$52,500 from Medicaid owed to us from our FCM federal match for the third and fourth quarters of 2009 calendar year.

In some lines on the budget sheet, it appears that we have overspent in some lines – salaries, rent, and maintenance/repair. This is because we spent more the first half of the year due to the fact that we had more programs and then had to revise down from the original budget amounts.

We are over in unemployment due to the fact that we have had more unemployment in the first quarter of the year than expected. Part of this is because the billings for payment come out of the quarter following the obligation.

A motion to approve the July 2010 Budget and Expenditure reports and the Cash flow balance was made.

Motion: Ivadale Foster  
Second: Jason Asaad  
Motion carried unanimously.

### **Old Business:**

A motion was made to amend the Bylaws to include the allowance of electronic attendance due to illness of member, employment purposes or illness/emergency with family member.

Motion: Ivadale Foster  
Second: Jason Asaad  
Motion carried unanimously.

Kay Banta in attendance by phone could now be a voting member.

### **New Business:**

Shirley Hicks presented the revised budget for FY 2011 to the Board. The original budget as rejected by the Health and Education committee on July 29, 2010.

Work 1 was rejected by the committee because we had budgeted a 3% raise in our numbers. Since the union contract is open for negotiations again this year and we are unsure of the amount of increase that may be negotiated, we decided to budget high so that the increase would be covered. Health and Ed committee questioned giving raises at all since we owe the County \$300,000 and they pointed out that \$200,000 of our bank balance included an advance of our tax levy. Chairman McMahon stated that if we take out the \$300,000 owed to them and the \$200,000 advanced tax levy, we would be in the hole \$500,000. He and the committee questioned how we could consider raises and longevity to be paid out?

Shirley Hicks informed them that only union employees received a 1% increase last year and we wanted to include the 1% with whatever increase is decided this year to catch up the non-union salary increases. Otherwise we have a disparity in salaries within the same pay grade on a salary schedule approved by the County Board in 2006.

Mr. McMahon and the committee wanted to see a four-day work week into the new fiscal year. Shirley Hicks stated that she could not in good conscience entertain that idea into the new fiscal year. Our programs are behind in duties now because of the 4-day work week and public health will suffer if we are not restored to a 5-day work week. She informed them that it is our intention to return to a 5-day work week by the first of October if our State money continues to come in. She informed them that it is our intention to pay back ½ of the loan plus interest within the next few weeks. Mr. McMahon cautioned her against that stating that if we pay it back, we will not be able to get another loan from the County. Ms. Hicks stated that she was well aware that the County would not be loaning the Health Department any more money and she would not ask.

Mr. McMahon and the committee wanted the 4 day work week to continue to save costs. Ms. Hicks informed them that the State will not pay for grants at 100% while we are only working 80%. The resources would be cut so no money would be built up.

Work 2 was developed after the Health and Ed committee rejected Work 1. In Work 2, we are asking for 2% raises for non-union, restoration of a 5-day work week, our Health Educator position will be eliminated and FICA and IMRF will be paid in full for the Financial Director and the Director of Environmental Health. Ms. Hicks will also be taking a 20% furlough until the loan is paid back. However, if the loan is paid back within this fiscal year, Ms. Hicks will be at full pay and full work week.

A motion was made to accept the Work 2 proposed budget for FY 2011.

Motion: Kay Banta  
Second: Dr. Jane Cooney  
Motion carried unanimously.

Dr. Jane Cooney had to leave at 8:13 PM.

Shirley Hicks presented the new organizational chart to reflect the downsizing that has occurred since January.

A motion was made to approve the Organizational Chart as presented

Motion: Ivadale Foster  
Second: Jim Meharry  
Motion carried unanimously

### **Items of Information:**

Ms. Hicks reported that we have had a resignation. One of our RN's in Communicable Disease will be leaving to accept a position with the VA. We have not received any applications to replace her. With the work week at four days and 20% cut in pay, it is unlikely that we will get many interested applicants. We have also been informed by one of our clerical staff that she is actively seeking work within the County.

The Board was informed that Ms. Hicks signed the extension of the PHEP (Bio) grant. We were allowed to extend the unused funds from this year to next year. These funds totaled about \$25,000. She also signed one month extensions for the PHER I, II and III grants. The monies are restricted as to expenditures.

Ms. Hicks, also, signed applications for Potable Water (approx \$800), Health Protection (approx \$210,643), PHEP (\$75,591) and Lead (\$4,000)

A motion was made to adjourn the meeting.

Motion: Jason Asaad  
Second: Kay Banta  
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham  
Recording Secretary

Ivadale Foster  
Secretary, Board of Health