

**VERMILION COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
March 25, 2014  
6:00 PM**

Present: Jason Asaad, Dr. Wes Bieritz, Carla DeAngelis, Dr. Jane Cooney, Ivadale Foster, Bob Jones, Dr. Holly Maes, Molly Nicholson, Connie Ostrander and Bill Wright.

Absent: Dr. Karen Broaders.

Meeting was called to order by President Jason Asaad at 6:02 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: Carla Deangelis  
Second: Dr. Holly Maes  
Motion carried unanimously.

Jenny Trimmell added an item to the agenda. Under # 9, Item E was added to discuss County Health Rankings.

A motion was made to approve the agenda as amended.

Motion: Bob Jones  
Second: Connie Ostrander  
Motion carried unanimously.

A motion was made to approve the minutes of the November 19, 2013 meeting as presented.

Motion: Bob Jones  
Second: Carla DeAngelis  
Motion carried with 9 ayes, 1 abstain and 1 absent.

**Fiscal Status**

Donna Dunham reviewed the Budget and Expenditure and Cash Flow reports for November 2013.

We still have a healthy cash balance. The State continues to keep up with the reimbursements.

A motion was made to accept the Budget and Expenditure Reports for November 2013 and December 2013, January 2014 and February 2014 as presented.

Motion: Carla DeAngelis  
Second: Dr. Holly Maes

Motion carried unanimously

Ivadale Foster joined the meeting at 6:22 PM.

### **Old Business:**

Jenny Trimmell discussed the Vaccine for Children program. For the past few years, we have monitored local doctors' offices to ensure their offices are storing, accounting and documenting correctly their handling of vaccine provided by the Vaccine for Children (VFC) program. We have been receiving \$30,000 yearly for this service. We were notified in approximately November that we had not monitored enough doctors' offices and that we needed to monitor a full 25 providers to retain the money. The problem is we do not have 25 providers working with Vaccine for Children within Vermilion County. So, consequently, we lost the grant. The problem is we have already included this \$30,000 within our budget for FY 2014. One way we have compensated this loss is that we are not replacing Jenny Trimmell's former position as Director of Community Health Services.

Ms. Trimmell told the Board that we had thought about setting up consulting services with the physicians' offices to ensure they are following the guidelines set forth by Illinois Department of Public Health with regards to Vaccine for Children. However, she stated that we get emails at the same time as doctors' offices regarding any new changes and she hesitated to initiate a consulting program. Dr. Maes said that she thought there would be a market within the County. She said doctors' would pay a fee to have someone come in and ensure that they are following the rules.

Ms. Trimmell said that she would compile a letter to send out to local physicians regarding this service.

Ms. Trimmell updated the Board with her transition into the Public Health Administrator position. Shirley Hicks' last official day was March 3, 2014. Ms. Trimmell had received notification prior to that date that the State of Illinois recognizes her as the Vermilion County Health Department Public Health Administrator and the Local Registrar for birth and death records. President Jason Asaad also noted that he had received notification from the State acknowledging Ms. Trimmell as Public Health Administrator for Vermilion County Health Department. She assured the Board that she has started the certification process as the Public Health Administrator as requested by the Board of Health. However, we have been busy applying for grants with the State of Illinois' new egrams program. The egrams program is a new program for applying electronically with the state for the grants we receive. We have applied for West Nile Virus, Vital Records and Health Protection. We are currently applying for the Lead Prevention program. We received no prior training to the implementation of the new online grant

application system and the State has had some glitches within the system. It has been quite a challenge this year filing grant applications.

Jenny Trimmell updated the Board on the Affordable Care Act (ACA) enrollment. Champaign-Urbana Public Health District is the lead agent on this grant. We have sub-contracted with them. They provided a full-time bi-lingual staff person for our building from October until the end of February, when their employee decided to move out of state. Since then, Susan Pacot, our Privacy Officer and Records Manager, has been working full-time within the ACA program. She helps people enroll in Medicaid or the Marketplace. As navigators or “in-person-counselors”, we present the people with their health plan options if they qualify for the Marketplace. However, the client(s) must ultimately choose their own plan that fits their needs. We have currently enrolled 71 in Medicaid and 28 have been enrolled in the Marketplace. The Open Enrollment period ends as of March 31, 2014.

The enrollment process is going smoother than when it began in October. We have a designated computer at the Health department for clients who do not have computer access to utilize to sign up on their own. After March 31, we can continue to sign people up for Medicaid. However, open enrollment within the Marketplace will not be possible unless a qualifying event has taken place in the client’s life (i.e. lost job or lost insurance).

Molly Nicholson asked if we had travelled to the northern and southern parts of Vermilion County. Jenny said that we had had informational meetings at Hoopeston, Georgetown, DACC, etc.

Bill Wright asked when the Memorandum of Understanding with Champaign-Urbana Public Health District expires. Ms. Trimmell stated that it expires June 30, 2014. We have not heard if there will be any more dollars for the new fiscal year. However, if there are new dollars, it would be a new competitive bidding process again this year.

**New Business:**

Donna Dunham presented the Budget Amendment for \$12,239. She pointed out to the Board that there were no salaries or fringes within the Budget Amendment. The County has us prepare the budget amendments without salary increases if we are using current staff and not hiring an additional staff.

A motion was made to approve the Budget Amendment in the amount of \$12,239.

Motion: Bob Jones  
Second: Bill Wright  
Motion carried as follows:

Jason Asaad	Yes
Dr. Wes Bieritz	Yes
Dr. Karen Broaders	Absent
Dr. Jane Cooney	Yes
Carla DeAngelis	Yes
Ivadale Foster	Yes

Bob Jones	Yes
Dr. Holly Maes	Yes
Molly Nicholson	Yes
Connie Ostrander	Yes
Bill Wright	Yes

Ms. Trimmell gave the Board an influenza update. She reported that we have had four deaths from the ages of 45 to 64 this year during January and February. We have had 16 Intensive Care Unit admissions between the ages of 17 and 96.

Jenny Trimmell reported that we ordered 1,500 doses of adult flu vaccine this year and have given 1,288 vaccinations. We are returning 18 vials or 180 doses in order to offset some of the cost of the vaccine. Discussion ensued regarding this current flu season.

Jenny Trimmell informed the Board that we would be ordering 1,350 doses for the upcoming flu season. We will be ordering quadrivalent (covers 4 different types of influenza) this year instead of the trivalent (covers three different types of influenza) that we have been ordering. With the change to quadrivalent, the vaccine will cost more. We are currently charging \$30 for each vaccine. Medicare will reimburse up to \$40 for the quadrivalent. Therefore, we will probably need to increase our price for this fall. We have always set a flat rate for the cost of the flu vaccines. However, this year we are requesting the Board to approve a range of costs for the vaccine not to exceed the current annual allowable Medicare reimbursement rate. (current Medicare reimbursement rate is \$40). This way, once others start advertising the costs of their vaccinations, we can set a price that will cover our costs and make a little profit but not price ourselves out of the market.

It was asked if we know how many of the Vermilion Count population received flu vaccinations. Jenny Trimmell said that she did not have those figures but would try to get them.

A motion was made to increase the fee for adult flu from \$30 but not to exceed annual allowable Medicare reimbursement rate to compete with the current market.

Motion: Dr. Jane Cooney

Second: Carla DeAngelis

Motion carried as follows:

Jason Asaad	Yes
Dr. Wes Bieritz	Yes
Dr. Karen Broaders	Absent
Dr. Jane Cooney	Yes
Carla DeAngelis	Yes
Ivadale Foster	Yes
Bob Jones	Yes
Dr. Holly Maes	Yes
Molly Nicholson	Yes
Connie Ostrander	Yes
Bill Wright	Yes

A discussion regarding the schedule of Board of Health meetings ensued. It was discussed whether to retain the current calendar – meeting 7 times a year or return to the monthly meetings. After a brief discussion, it was decided that we should retain the 7 meetings per year. Bill Wright stressed the importance of all members showing up at the scheduled meetings and the necessity of a quorum. Bill Wright also suggested a calendar be sent out monthly to remind them of Health Department meetings and also County Meetings.

A motion was made to keep the Board of Health at seven meetings per year. The meetings will be on the third Tuesday of the following months at 6:00 P M:

January	March	May
June	July	September
November		

Motion: Molly Nicholson  
Second: Bob Jones  
Motion carried unanimously.

Copies of the By-Laws, Financial Policy and Administrative Policy were distributed to the Board. We have to biennially have them reviewed and accepted by the Board of Health. The only suggestion for changes came from Donna Dunham on the Financial Policy. It states that any item over \$100 will be tagged as equipment. Ms. Dunham stated that this should be changed to any item over \$500 will be tagged as equipment.

Bill Wright suggested that we revise the By-laws to reflect a limited time frame for audience comments. The County limits the audience to 5 minutes each or no more than 30 minutes total for all speakers.

Jason Asaad asked for a committee to review and bring recommendations back to the May 20<sup>th</sup> Board of Health meeting. Dr. Wes Bieritz and Molly Nicholson volunteered to review the By-Laws, Financial Policy and Administrative Policy.

A discussion ensued regarding audience comments and limitations that should be set upon this portion of an open meeting and how this should be reflected within the policies.

Jenny Trimmell updated the Board on the Health and Education Building Ad Hoc Committee activities. The Health and Education Building is County owned. We are a tenant and pay rent. The building has suffered for many years from lack of maintenance. The Ad Hoc committee has expressed interest in updating some of the obsolete or nearly obsolete features of the building. They are inspecting the HVAC system. At this time, there are not controls to regulate heat/cool throughout the building. We have to put in a work order if we want the heating or cooling adjusted. The roof continues to leak and this is in litigation.

The County has some farmland that is for sale. It was discussed that if the farmland sold, the money would be used to make improvements to the Health and Education building. The farmland did not sell so it is unlikely that **all** the improvements will be

accomplished. However, with some of the money left from the sale of the Nursing Home, they are going to try to fix the roof and either renovate the HVAC system or upgrade to a new system.

Donna Dunham handed out confidentiality statements for the Board's signatures. The signatures are collected annually. Also, Ms. Dunham requested that the Board complete a questionnaire on how they would like to be notified of meetings, cancellation of meeting and how they would like to receive Board of Health documents. They were also asked to update their contact information. Once the information is compiled, each board member will receive a listing so that they are able to contact other members.

### **Items of Information:**

Ms. Trimmell reported that we had a WIC audit. There were some findings but nothing major. A corrective action plan has been submitted. Also, we received 98 out of 100 on our Local Technical Assistance Review (LTAR). This is a score reflecting our emergency preparedness capabilities.

Doug Toole talked about the upcoming recycling event scheduled for Saturday, April 5, 2014 hosted by Mervis Industries and Danville Area Community College. We have received a \$2,000 grant for advertising of this event and another event to be held in the fall. The grant must be used for education regarding recycling of electronics.

A discussion ensued regarding recycling.

Our next meeting will be Tuesday, May 20<sup>th</sup> at 6:00 PM at the Health Department.

Jenny Trimmell handed out the results of the 2014 County Health Rankings. This is a yearly report that indicates where we rank in health outcomes and health factors compared to the other counties in the State of Illinois. Vermilion County moved up one point this year from last year but continue to remain in the bottom quartile. Ms. Trimmell reminded the board members that this is not a report card of the Health Department. It is a snapshot of several health indicators of concern within the community. Many of the indicators are not within the control of the Health Department such as violent crimes, graduation rate, etc.

A motion was made to adjourn the meeting.

Motion: Carla DeAngelis  
Second: Dr. Holly Maes  
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham  
Recording Secretary

Carla DeAngelis

Secretary, Board of Health