Present: Jason Asaad, Dr. Jane Cooney, Carla DeAngelis, Dr. Lori DeYoung, Ivadale Foster, Bob Jones, Brenda Larson and Connie Ostrander.

Absent: Dr. Karen Broaders and Dr. Todd Miller.

The meeting was called to order by President Dr. Lori DeYoung at 6:00 PM.

A motion was made to accept Ivadale Foster into the meeting by telephone.
Motion: Dr. Jane Cooney
Second: Bob Jones
Motion carried unanimously.

A motion was made to approve the agenda as presented.
Motion: Dr. Jane Cooney
Second: Connie Ostrander
Motion carried unanimously.

A motion was made to approve the regular minutes of the March 20 as presented.
Motion: Dr. Jane Cooney
Second: Carla DeAngelis
Motion carried unanimously.

Fiscal Status

Donna Dunham reviewed the Budget and Expenditure reports and the cash flow statement for March and April. Donna explained that prepaid postage looked out of line because we purchased ahead. It is not anticipated that we will exceed the budgeted amount. The Special Circumstances line with a deficit of $25331.71 is the amount received from the Environmental Protection Agency and remitted to FOTH, our consultants for the Brownfield Project. We have been advised by Chairman McMahon and Auditor Anstey to prepare a budget amendment for later in the year to cover this deficit since we have no way of knowing how much will be remitted to FOTH this early in the fiscal year.

A motion was made to approve the Budget and Expenditure report and cash flow statements for March and April 2012 as presented.
Motion: Bob Jones
Second: Dr. Jane Cooney
The motion carried as follows:

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Dr. Lori DeYoung</td>
<td>Yes</td>
</tr>
<tr>
<td>Connie Ostrander</td>
<td>Yes</td>
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<tr>
<td>Bob Jones</td>
<td>Yes</td>
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Old Business:

Shirley Hicks reminded the Board of their obligation to go online to complete the Open Meetings Act training requirement. Ivadale asked about members who did not have access to the internet. Shirley informed her that Jim McMahon and Bill Donohue had indicated that the County would be helping the County Board members without internet access.

New Business:

A motion was made at 6:13 PM to enter into 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: Carla DeAngelis
Second: Dr. Jane Cooney

Motion carried as follows:

<table>
<thead>
<tr>
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<tr>
<td>Dr. Jane Cooney</td>
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</tr>
<tr>
<td>Carla DeAngelis</td>
<td>Yes</td>
</tr>
<tr>
<td>Dr. Lori DeYoung</td>
<td>Yes</td>
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<tr>
<td>Ivadale Foster</td>
<td>Yes</td>
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<tr>
<td>Bob Jones</td>
<td>Yes</td>
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<tr>
<td>Brenda Larson</td>
<td>Yes</td>
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<tr>
<td>Connie Ostrander</td>
<td>Yes</td>
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A motion was made at 6:18 PM to return to the Regular Session of the meeting.

Motion: Dr. Jane Cooney
Second: Carla DeAngelis

Motion carried as follows:

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<tr>
<td>Dr. Jane Cooney</td>
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<tr>
<td>Connie Ostrander</td>
<td>Yes</td>
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</tbody>
</table>

A motion was made to grant an unpaid leave of absence to an employee for 30 days beginning June 1, 2012.

Motion: Dr. Jane Cooney
Second: Bob Jones
Shirley introduced a budget amendment for the Public Health Emergency Preparedness (PHEP) Carry Over Funding in the amount of $24,225. We have received notification that we wrote for and have been granted additional funding of $24,225. We have not received the signed grant though. The funding had to be used toward specific activities. Our funding request was made to purchase equipment and software to be used for pandemic planning and preparedness. With the new equipment and software, we would be able to process volunteer credentialing and track assets. Since our downsizing in 2010, our staff is so limited that we know, in the case of a pandemic, we will need to pull from our volunteer resources to cover and staff an event.

A motion was made to accept the budget amendment for the additional PHEP dollars granted to us by the Illinois Department of Public Health.

Motion: Bob Jones
Second: Dr. Jane Cooney
Motion carried as follows:

Dr. Jane Cooney   Yes
Carla DeAngelis   Yes
Dr. Lori DeYoung   Yes
Ivadale Foster   Yes
Bob Jones    Yes
Brenda Larson   Yes
Connie Ostrander   Yes

Shirley Hicks informed the Board that we have been notified by the State of Illinois that an additional $2.00 surcharge will be assessed for each death record printed. At the present time, the surcharge is $2.00 per copy. With the increase it will be $4.00 per copy. The surcharge is collected and remitted to the State to be used for updating and maintaining the IVRS system which is the State’s electronic system for birth and death records. Therefore, effective July 1, 2012 the cost for the first copy of a death record will be $18.00 and the cost for each additional record will be $8.00. Funeral Directors will be notified and the information will be updated on our website.

**Items of Information**

Shirley Hicks informed the Board that the Bylaws need to be reviewed and revised. It was suggested by the Board that the current bylaws be emailed to those with access electronically, reviewed by them and their recommendations be brought to the June 19th meeting with a revised draft to be reviewed by all of the Board at the July 17th meeting. Shirley Hicks thanked all Board members who were in attendance at the community meetings for IPLAN. She informed the Board that our goal is to have a draft to the Board for their review prior to the June 19th Board of Health meeting for final approval at the July 17th Board of Health meeting.

During the IPLAN process the following problems were identified as our top three health issues:
1. Teen Pregnancy  
2. Alcohol/Substance Abuse  
3. Obesity  

These health issues were determined from a survey completed by over 1,200 residents and information gathered at the community stakeholders meetings.

Shirley informed that Board that as of May 14th, we have hired a Licensed Environmental Health Practitioner (LEHP) in training in our Environmental Health Department.

We have had a clerical resignation in our WIC department. With caseload down to 80%, it is undecided if we will fill that position or not. It does complicate matters with another clerical employee within that department on Family Medical Leave.

We have had no site visits, evaluations or audits to report.

Jason Asaad arrived at 6:58 PM.

Dr. Jane Cooney presented information regarding the “Lose the Training Wheels” program sponsored by AMBUCS. A discussion ensued regarding this program.

A motion was made to adjourn.  
Motion: Dr. Jane Cooney  
Second: Carla DeAngelis  
Motion carried unanimously.

Respectfully submitted,

Donna J. Dunham  
Recording Secretary

Ivadale Foster  
Secretary, Board of Health